

The Cottages at Forest Park Homeowners Association, Inc.
2019 Quarterly Meeting
July 17, 2019, 3:00 PM

Call to Order

- The Quarterly meeting was called to order at 3:00 pm on Wednesday, July 17, 2019 by Doug Tiefel. Other Board members present were: Ron Blackwelder, Tom Burnett, Mac Fraser, and Ann Storm. Others in attendance were residents: Judy Blackwelder, Sandi Fraser, Janice Mirshab, Helen Moskovics, Karen and Doug Myers, Pat and Walt Pollock, and Shirley Talcott. Also in attendance were HOA Managers Jake Harris, and Banjo Walker. Caretaker Roc Dietz was absent.

Approval of Minutes

- It was moved by Tom that we dispense with the reading of the minutes from the April 17th Quarterly meeting, the May 1st Special Meeting and the May 15th Special Owner's Meeting due to time constraints. It was seconded by Ron, and the minutes were unanimously approved by the Board to be accepted as drafted, unless any corrections were needed. It was noted that all Owners are in receipt of the minutes prior to the meeting and copies were available to anyone at the meeting.

President's Report

- There are no units available for rent or sale at this time. There may be a couple of units in the next 6 months available for sale. Doug shared news about the recent death of Jim Blankenship, an engineer and friend that worked on the entire Forest Park complex. He praised Jim's incredible accomplishments as a father and a professional.

Concierge Report

- Banjo presented the second quarter financial report and we have 51% left in the budget for the next two quarters. For the same time period in 2018, we had 49.61% left, so we in good shape. It was mentioned that the water bill in June of 2018 was \$1176, and in June of 2019, it was \$425, so a big thank was given to Ron for his conservation efforts.
- Travelers Insurance increased our rates about \$3500 over last year and we paid for that overage out of the Reserve account, but we cannot continue to do that. Tom was working the numbers and felt that the only way to meet this expense is to increase the dues by \$15/unit for 2020, with all that money going to the Operating budget. The Reserve account has been increasing by \$10/unit/year, but for 2020, it is suggested to keep it the same, at \$65/unit/month and use the increased dues only for operating expenses. Tom made a motion that the dues be increased by \$15/month for 2020, with all the money going to Operations, to cover insurance. It was seconded by Mac, and unanimously approved by the Board. The reason for the action at this time is that the Budget has to be presented and approved at the October meeting.

Caretaker's Report

- Roc was not in attendance so there was no report.

Unfinished Business

- Grounds and Landscaping-Judy shared that the landscaping plan has been finished and many residents have volunteered to hand-water the new plantings as they need special attention in the beginning. Jake is helping to direct Anna for weeding and plant care and Gonzalo helps Ron with irrigation. Doug Myers mentioned that residents shouldn't have to do the watering of these new plantings and we should budget the money to have it covered by Gonzalo or someone else. Mac was asking if the sprinklers were working in between # 1 and 20, and Ron assured him that they are on, but come on in the middle of the night.
- Asphalt and concrete maintenance-Tom said 38 additional joints were identified by Precision Concrete Cutting, as to being out of compliance, and they provided a bid of \$3300, to saw cut those. This is all because of frost heaving. It was suggested to just do the worst ones, but then Doug Myers commented that there is liability on our part, should someone fall, so it would be prudent to have it all completed. Ann moved that the entire Precision Concrete Cutting bid be accepted and completed; Tom seconded the motion, and it was unanimously approved by the Board.
- Reserve Investment Account update: The fund is still up about \$23,000. Tom mentioned there may be a market correction coming, causing us to lose about 10-20% of our gains for about a year. Again, no action is advisable at this time.

New Business

- Regarding the Landscape update, Tom reported that Judy and Pat, while overseeing the \$11,000 budget for all the plants and trees, were only over budget by \$21 and did a remarkable job of selecting all the varieties. It was a successful group effort within the community. We now have a map that shows every tree by type, around the complex. There are now 230 trees on the property. It is expected we will lose 27 Ash trees, and there are some existing trees that need trimming or removal as well.
- Patrick, WestPro Roofing, came and looked at the roof, after the July 5th hail storm and said the impact resistant shingles worked well and no damage was reported. Tom had asked him about replacing the downspouts to the larger diameter, with a cost of \$15,000. Both Ron and Mac did pay for the larger spouts at their locations, and in the most recent storms, those backed up the same as the smaller ones, so it was determined it wouldn't do any good to increase the size.
- There was a letter from Sharon, regarding the trash areas. It was discussed utilizing the 4th trash enclave, located near the entrance to the Clubhouse. This may alleviate the overcrowding of some of the other spots, as we would have another recycle cart in there, as well as an additional 2 yard dumpster. Concierge will contact Waste Management about the additional cost of this and send the info to the Board for a decision. We will also get the recycle guidelines and distribute to each resident. Mac moved that Concierge get pricing info from Waste Management for the 4th enclave, and present the pricing to the Board via email for final approval. It was seconded by Ann, and unanimously approved by the Board.
- It is determined that windows and screens are the responsibility of the homeowner. Janice was inquiring about who was responsible for the wood above her patio door as it is rotting. She is having it repaired, and wanted to inquire about painting it as well. Doug said he can have it painted for her. Regarding the fences at # 9 and 10, they were built to provide privacy, and will be maintained by the HOA.
- Regarding the mowing services, Concierge will ask Roberto, RF Lawncare, to mow every other week, to save money and water as well.

Architectural Control Report

- There was no report at this time.

2019 BOD Meeting Schedule

October 16, 2019 at 3:00 PM

Adjourn

- There being no further business, on motion duly made by Tom and seconded by Ron, there was unanimous approval to adjourn the meeting at 4:11 p.m.

Respectfully submitted,

Jake Harris, Banjo Walker – Concierge

Doug Tiefel – President Date

File C #7