

June 2014 TC Monthly HOA Meeting

Participants:

Jennifer Breece, Jennifer Nearing, and Karie Younger, board members, and Tim Rellihan and Michelle Swartz, The Tiehen Group representatives

APPROVED

The meeting was called to order by Vice President, Jennifer Breece, at 6 pm.

Jennifer – Gayle’s on vacation, so I am stepping in tonight.

President’s Report –

Friendly reminder -- Dumpsters are not for us to dump stuff in; recently we found refrigerator and dishwasher boxes outside a construction dumpster – these dumpsters are only for the construction contractors. Please remember that they are not on property for our use.

We did have a dog bit by a snake on our property so please be careful with dogs in high grass or areas with water, for precaution. Homeowner question: What kind? We don’t know, but luckily Gayle’s dog got medical help and is recovering after spending a week in the animal hospital.

Vice-President Breece asked fellow board members if they would like to approve or make recommendations for the May 22nd HOA meeting minutes.

Jennifer Nearing – I would like to make a motion to approve the May 22nd Meeting Minutes, as written. Karie Younger seconded; the motion was unanimously approved.

Treasurer’s Report and Delinquency Report

Tim gave the report: Month to month – No large variances on the monthly basis.

Mid-Year End Summary Report – Reserves, at the beginning of 2013, were \$309,000; projecting to have \$405,000 added to that with the Debt Reduction for the Roofs at \$140,000; \$300,000 for siding; Asphalt and Concrete at \$80,000.

Total Net Year- To -Date of approximately \$276,000 (Even with roofs – looking pretty good)

Some of the things we’ve talked about adding (or doing) we may have to add more asphalt and concrete work, there are a few other things we may be able to get done this year.

Jennifer Breece – So the \$300,000 is siding for the 8 buildings scheduled for this year, right?

Tim – Yes, that is for this year’s 8 buildings. Jennifer – We still have to do a quarter of the remaining to stay on target with the city’s time frame? Tim – Yes. We’ll get all the bids together by the next meeting to help the board decide on the painters and start on siding soon.

Delinquency Report--Remained \$16,000 in debt; 17 homeowners have a past due balance; have four owners that have a lien filed; the remaining owners are working with management team.

Manager's Report

Roof Update – We have started our 8th building today – unless we hear differently we feel it is going smoothly. Some nail issues, we're dealing with; from the roof standpoint those done are looking great.

We all have a schedule, which may be changed up, looking at doing quads to get quads done.

Finishing of chimneys as they do the roofs – doing all the painting for chimneys is being done inside; then will bring the siding on site and install all at one time. Better texture and paint quality if not out in the heat. Building 5, the faux chimneys have been removed; you can go take a look to see what our buildings will look like.

Building 24 is next to be done; get gutters pulled off. What turned out to be a slow beginning, is picking up nice. If you see any potential problems report those to Michelle who will keep us all informed.

Tim's Response to a Homeowner Question: It might have been a confrontation about final inspections that you might have heard part of that discussion. Homeowner – No, that wasn't what I observed?

Jennifer B. – Any draws on the loan, yet?

Tim – Not yet.

Tim explained Jim Williams Inspection Process. Roofing Solutions has a representative inspecting the work daily for 2-3 hours each day. They look at all functions of the work being completed. A daily log is available during business hours at the office.

Bids

Epic – to remove a tree on 117th street near the pond (a spruce) which is dead, for \$125. \$900 to replace the tree – if we do – in the fall.

Jennifer Nearing – Tim, Could they remove and haul the tree for \$100? Tim, \$125 is reasonable – others won't come on the property for under \$200.

Karie – They will have to cut the stump, too?

Tim – No, We'll have several ground down at the same time later. They will cut to ground level.

Jennifer Nearing – Motion to have Epic remove the spruce near 115th Street at \$125.00; Karie seconded, and the motion passed unanimously.

Working on sprinkler repair; and will get that to you through email.

Carport Update – we were working with the insurance adjuster to resolve the outstanding issue. Work will progress shortly.

Tim - We've resubmitted to insurance company regarding the changes that were needed to be made. They are getting ready to roof and side; two bids to have approved.

Board Question: We're not paying, right? Tim, No, we had to go through the process with the insurance company; the insurance representative has been out of town which caused the delay.

Homeowner questioned what happened to the carport's original tile? Tim explained that the tiles had been removed prior to The Tiehen Group returning as property manager and the tiles were not found on site. So, Tim explained, that they would repurpose tile from one of the current building's roof (as it was re-roofed; making sure the tiles were in good shape that were being repurposed) so the tile matches the other carport roofs.

Michelle – Phone Log

-Usual issues with children and pets, and policing the parking since roofing started. I've been putting notices on cars, knocking on doors, asking homeowners to move their cars so they understand that if their car is damaged they have been notified multiple times regarding the need to remove their car during the time their building's roofing work is being done.

Michelle asked if any board members had questions concerning the phone log.

-Jennifer Breece - 7B – Ceiling stain in unit (5-27-14) – What was determined?

Michelle –I'll have to check on that, but as far as I know it was probably an older ceiling stain.

-Carport 19 -- owned by association – What do you know about that one? How do we own a carport?

Michelle –It was discovered when a complaint was made of someone towing a resident's car parked in the carport. The owner had stated there were parked in 19 but were actually parked in 18 therefore it was not illegally towed. Looking at the ownership documentation of carports for 19 led to the discovery. We discovered it was owned by the Association during the investigation.

Maybe we could sell or rent to help generate income.

-Jennifer Breece – So, there was a problem with the computer hard drive; did Dell replace it for free?
Michelle, Yes.

\$800 on the compactor – went out Friday

-Jennifer Nearing – 29 (F) – I thought if they put out trash early we automatically fined them.

Michelle – Normally, if they put it out early they are new owners and we send a warning out once. Second notice they are fined.

Jennifer Nearing – Jen, did we talk about this earlier?

Rochelle – New owners are supposed to receive all of the rules and regulations; they aren't reading them.

Jen B – we have to follow the rules.

Jen Nearing – we need to be consistent.

Michelle – They are supposed to have 10 days to correct the issue.

Board members felt trash is different than other violations.

Jennifer Breece said the board needed to review the documents and make a decision on this matter.

Charcoal grills - not only our rule, but a City Ordinance.

Michelle – made the case for new homeowners/residents receiving a friendly reminder before being fined.

Homeowner – I think it is nice to give a new homeowner or resident a notice.

Jennifer Nearing – 15 (A), they have beach towels out again. This is a second violation – don't they get fined? Michelle: Yes.

-Homeowner – Is there a new resident/homeowner orientation?

Tim - No.

Homeowner: I think that would be a great thing. We rented here for six months and I know the previous property management group didn't even know who we were. We didn't receive anything.

Michelle: I send a welcome letter and all the information regarding rules and regulations.

Homeowner: Is there something we can do differently to help with this problem

Tim: It is probably something we should consider; of course we couldn't require them to attend.

Jennifer Breece – I imagine there are some renters out there that we aren't even aware of.

Committee Reports:

Rochelle – Architectural Standards Committee

We have been working on a couple of things, we want to add, with board approval

- some garage doors have been replaced, but no specifications were ever developed

We will have to write it up for the board to approve

- thought of having everyone use the company that bought out our original garage door company and then add a couple of options (similar to what was done with windows)

- Insulation might want to be added when replacing garage doors (could be an option)

-there is also another option of a feature that allows you to get in IF you lock yourself out (access plate)

-Another situation, I can't find it. We have not set down with the board to go over the proposed changes for rules. Michelle did email the updated to board members a couple of weeks ago.

Michelle said she would resend to board members. The board wants to review all of the rules and regulations prior to making any changes.

-Michelle – we need to have an open meeting so homeowners can have notice and be present.

-Tim – Maybe right after a regular board meeting.

Building 14 – Window issue; Rochelle – suggesting changes not be made until their roofing project is completed, to be safe.

-Rochelle – We will need to put into the rules and regulations, we had a new homeowner that wanted to stain her patio door. I think we didn't have a direct statement that says a homeowner can't do this.

Jen Breece – It is in the decks and bylaws.

Porch Lights – Some owners interested in changing their porch lights and one thing we have to be careful is that these are colonial type buildings, so we want to be sure we have the correct style. Bill is trying to work with the board for outside lights, due to problems. Question, if doing in the next year could some change their lights before others (the ones first group replaces with might not be available by the time others are ready to change theirs). We can't force homeowners to replace their lights; so what do we do?

Are you asking or telling?

Jennifer Nearing – She is asking.

Rochelle – It is a dilemma. We need to keep are outside uniform.

Homeowner – Surely, we can find a vendor that will find a fixture that is acceptable to us, and agree to have available for some period of time. The other thing, door knobs and locks that aren't matching in color or style.

Rochelle, we looked at those a couple of years ago.

Homeowner: But, there are more; one even has a key pad on it.

Rochelle: Could you report the unit number to Michelle?

Jennifer Breece: We have color and style, but brand isn't specified. Some want a higher quality option of the actual locking mechanism. Nickel is the color.

Homeowner: Could state the make and model of one that fits both criteria.

Jennifer Breece: Back to back porch lights – if we choose two or three different approved lighting fixtures and hope between the three that one will always be available.

Rochelle: Bill was trying to get a sample for our outside. If we're having to replace the outside, Bill was trying to see if we could get a sample and then that would help us.

Jennifer Breece: Bigger issue (HOA responsibility) and possible electrician needed for wiring issues.

Rochelle: Licensed electrician for homeowners replacing their patio/deck lights.

Jennifer Nearing: We went to Home Depot to look, but we can't always consider the cheapest.

Homeowner: Question about front door: The bottom of the door is rotted. Casing around the door (white part) – no the threshold – question/discussion regarding whether it is the door or the threshold/casing. It was determined it was at the homeowner's expense.

Landscaping Committee Karen wasn't present, but Mr. Sinclair (committee member) shared that all issues had been resolved through Michelle.

Social Committee– Daphne is not present; we don't have any report from her.

Nominating Committee – Rose Mary gave the report and stated that no one had submitted their intent to run for an open board position.

Covenants Committee – Linda South was unable to attend and the board was unaware of a report having been submitted by her.

Old Business –

Tim - Company, Kaw Valley, bored one hole by 11L – and gave us a summary report that we can mirror-match to similar issues across the property. Two conclusions they came to, is

1 – Moisture level content – 21% of dirt was moisture – part of the problem is that based on what they saw, may get to about 14%. We need to make sure that we gain moisture into the ground – three months are dry—which is part of the settling issue. We will have to determine the drainage issue by all of our buildings – moving moisture away – working with guttering company to try to make necessary changes to help us achieve our goal. Extend gutters to make sure that we monitor, for a year, and see if our problem is being resolved.

Homeowner – trying to get moisture levels up during the winter months. Freezing issue is the other issue – freezing could be causing part of the problem. We have to also monitor how well our redesigned guttering system is working

2 – Other solution – not recommended – while the _____ would be very expensive, it is not recommended.

Homeowner – is this addressing the C and L, and some A and Bs? Yes.

Getting water away from the buildings is the most important solution. The wording is it “might” resolve our issue.

On very rainy days, you can see the problem; we will be redirect the water. Years ago, buildings 15 and 16 had French drains installed

Something was said about “frost footings”? I think previously installed under 11L. Tim explained that if the water comes in and freezes on top of it, it is still a problem.

Homeowner: Freezing and heavy usually occurs if the frost footings have not been installed.

Tim, said I think it was in front of the door, but not at the side.

Homeowner pointed out that the other units having problems haven’t had the frost footings installed as far as he knows.

Tim: We want to level the moisture content and see how much it helps and extend the gutters.

Jennifer Breece: How will we know if we are sitting at a consistent moisture level?

Tim: For this winter, we will try to get water on the building; it is hard to measure. We may have to take a small sample during the winter.

Does anyone have questions, comments? Open forum for homeowners:

-Jennifer Breece: We have had someone moving forward to fill the open board position. Next week, when Gayle returns, we will announce who this new board member is.

-Response to a Homeowner’s Question: Plywood and metal plates are used when using the metal lifts. It is used in the roofing process.

-Homeowner: Have you considered having Bill empty the compactor the day before no trash service days, due to holidays?

Jennifer Breece: Well, we’ll have a problem because people won’t pay attention to the notice, or remember. I agree with us needing to have another way to deal with trash during holidays. If they’ve been alerted and are in violation they should be fined. If you see someone taking their trash out on Friday take a photo and send to Michelle.

Will the construction dumpsters be emptied prior to Fourth of July weekend?

Tim and Michelle: Yes, they are to complete a thorough clean up prior to the holiday.

The meeting was adjourned at 7:08 pm.