

**Greensboro Condominium Homeowners Association
Meeting Minutes – Board of Directors Meeting
Tuesday, March 27, 2018**

Board Present: Tim Hilger, Arlene Bleecker, Daniela Hofer, Deb Wolkenbrod, and Melissa Burrows Bill Theobald, Cindy Benzaquen, and Jane Kaufenberg

Board Absent:

Gassen Company: Shayne Damian, Ric Hallquist, Gassen; Apryl Lamberger; recorder

Homeowner Forum:

New owners at 7451 West Franklin – Welcome!

Mary Stifter – 7318 West 22nd Street, Unit 208. Mary was looking for more information regarding the detached garage reserve account. Mary stated that money was given during the HIA but nothing was done during that time. Melissa responded that at this time the Board is in the very beginning discussion phase and looking to start a plan for the future. There is a committee, owners are encouraged to participate.

Deanna Anderson – 7412 West 22nd Street, Unit 105 asked for an update on the 2018 landscaping plan. Melissa Burrows informed her Dorothy with Natures Garden LLC was at the February board meeting and presented on the plans for 2018. The big project for 2018 will be the retaining wall and sidewalk on Greensboro property along Louisiana Ave.

Caitlin Korkki - 2038 Louisiana and 2042 Louisiana

It is suspected that there was a burglary attempt at 2038 Louisiana and suspicious activity at 2042. Both incidents have been reported to the police. If anyone sees any suspicious activity it should be reported to the police right away. There is a good chance that there will be more police patrol in the area as well.

Gassen Project Management Presentation: Randy Christopherson

Randy met with the Board regarding services they provide to Associations for projects. Randy and Tony offer construction consulting, project management and insurance claims.

Randy's Presentation included:

What they offer, how they work and how it can be beneficial to the Board and the Association.

Call Meeting to Order:

President Tim Hilger called the meeting to order at 7:08pm.

Approval of Agenda:

Jane moved to approve the March 2018 agenda as amended below. Melissa seconded. Motion carried.

Additions:

Action items:

- Louisiana tree removal
- Stairs removal
- Patio test on Franklin

Committee Reports:

Social: Nothing to report.

Party Room: Nothing to report.

Landscaping: Nothing to report.

Secretary's Report:

Melissa moved to approve the February 27, 2018 Board Meeting Minutes. Deb seconded. Motion carried.

Treasurer's Report:

Daniela reported that the budget has been corrected from February financials.

Bill moved to invest \$20,000 into the BDS short term bond fund, Condo. Deb seconded. Motion carried.

Daniela moved to invest \$20,000 in the BND for 3-bedroom. Tim seconded. Motion carried.

Management informed the Board that the refund/reimbursement check from the Watershed District for over \$24,000 arrived at Gassen on March 27th.

Melissa moved to approve the March financial reports as presented. Arlene seconded. Motion carried.

Management Report:

Gassen Management Contract:

Jane moved to approve Tim Hilger to execute the contract with Gassen, once it has been updated to read Gassen will attend 13 monthly meetings. Arlene seconded. Motion carried.

Gassen Project Management proposal for ledge sills:

Proposal reviewed to consider for Gassen to coordinate the ledge sill project. The cost of this service is 7% of the total project cost.

Melissa moved to approve to use Gassen Project Management to start quoting/proposing for the vendors to complete the stone sill project for this year. The board is asking Project Management to have the quotes and proposals possibly ready for April meeting. Arlene seconded. Motion carried.

7412/7417 Sewer Pipe proposals:

Ric gave the Board an overview of the project timeline that will take place over a three-week process. The kitchen flooring will be removed along with appliances, the floor will be dug out and the line will be replaced. After the slab has been installed flooring and kitchen will be put back together.

Melissa moved to approve the project up to \$18,000; if/once the costs reaches that amount the board will need to meet for any additional discussion regarding costs and conditions issues. Then, Tim is authorized to approve any additional work up to \$2,000 above the \$18,000 authorized without the board needing to meet and approve. Jane seconded. Motion carried. Update will be given April 24th

7316 Main circulation pump proposal:

Jay Hawk proposal to replace the circulation pump in the 7316 building. This will eliminate the vibration and noise complaints from residents in the building.

Bill moved to approve the Jay Hawk proposal in the amount of \$1,950.00 Cindy seconded. To be paid out of operating mechanical/electrical 5425 condos.

7414 Roof proposals:

Mint roofing proposal to remove and repair the cricket on the roof that is loose. In the amount of \$2,385.00.

Deb moved to approve the 7414 Roof Proposal for roof cricket removal in the amount of \$2,385.00. Cindy seconded. Motion carried. To be paid out of operating roof condo.

Three Bedroom garage door lintel project

Management has solicited the input of Stone Valley and DMR for their recommendation on the six (6) 3 Bedroom garage door lintel project to be repaired this year. Stone Valley will pull the permits. Stone Valley and DMR will be the main contactors for this contract.

Deb moved to approve DMR to do work as follows: 1 week for 3 bedrooms, 1 week for 2 bedrooms, 1 week for condos. To be paid out of Common General brick repair. Jane seconded the motion to approve. Motion carried.

Parking lot lighting proposal

Bill moved to approve Pulse Lighting to install 20 LED light fixtures as proposed in the amount of \$15,193.00. Deb seconded

Window Pricing

Management has revised the following costs from: Window World, New Windows of America, and Pella.

MCIOA- Preventative Maintenance Plan

Management provided the Board a master list of items to be inspected on the property.

Detached Garage Reserves

Management requested discussion for the reserve contribution and coordination of maintenance verse replacements for the detach garages on the property. A discussion of these Reserves will follow the election of the next Board in the upcoming elections.

Hage Concrete

Melissa moved to approve the Hage bid in the amount of \$10,600.00 and in addition \$800 for trench work. Arlene seconded. Motion carried.

Patio slab test 7345 (limited common)

Melissa moved to approve Jane Kaufenberg 7345 patio as the Pilot project; removal of the cement patio will be done Hage Concrete in the amount of \$800; then we'll determine how the new patios can be attached/sealed and enlarged by home owners. The Association will also determine how we'll add additional dirt as needed in many of the patio areas on West Franklin. Jane seconded. Motion carried.

Stairs are not necessary along Louisiana (from City of SLP)

Melissa moved to approve the removal of all 4 staircases along Louisiana Ave. to build 1 common central stairway and sidewalk and proceed to have Dorothy and Hage bid the new sidewalk and tree removal. Once estimate have been received. The Board will then decide if the work will proceed. Arlene seconded. Motion carried.

Pending items for discussion and direction:

- a. Board Volunteer time card as recommended by Melissa Burrows-Table
- b. Water usage update-Table
- c. Parking Lot mirror installation update – done in April
- d. Enclosure for bike racks-Table
- e. Courtyard charcoal grills and fire pit-Table

ADJOURNMENT:

Deb moved to adjourn the meeting at 8:06pm. Arlene seconded. Motion carried.