

SPPOA BOARD MEETING MINUTES

August 14, 2018

The following board members were present: Monica Larsen, Lori Boe, Dave Mavity, Mark Guthmiller, Kelly Lieberg, LeeAnne Davis, Roberta Karbo, Pat McManus

HOMEOWNERS OPEN FORUM ATTENDEES:

1212B Heidi Olson – Noticed some of the bushes around the pool are dead. Was wondering if they could be cut back or replaced. Discussed that if the bushes were cut back they would probably not grow back

1200B Sara Kuehler – Came to the meeting to observe, first board meeting attended

1204N Mary Bixler–Discussed door paint colors and advised that SPP could register approved paint colors on Sherwin Williams website. Monica stated she would look into this.

1000N Gary & Mary Bertrand – New homeowners to community; came to observe and asked about white lines & signs.

1109N Ron Roelandt – Noticed the brick signs in the entrance to the community are starting to fall apart and lose their integrity. Wondering about replacement options.

1107N Becca Sittig-interested in Secretary Position

FINANCE REPORT- Duane

- All dues received this month, plus \$1700 payment from homeowner late on HOA dues
- **Expenditures this month** – Mostly removal of trees and treatment of ash trees.
- **Water bill increase** – Thought to be due to a leaking sprinkler, problem should be resolved now.
- **Budget plan for future expenses discussed** – In order to meet savings goal for future expenses (pool and shingles) budget plan outlined the need to raise HOA fee now and then again in March. If this plan were followed (by increasing HOA and properly allocating funds) SPP HOA should be able to replace the pool and shingles without an assessment to the residents. It was decided by the board to table this until the budget could be reviewed further. If HOA fees were going to be raised an informational meeting would be held for the homeowners.

Motion to approve the financial report by Dave, seconded by Kelly. Approved.

SECRETARY'S REPORT-Monica

Motion to approve July minutes was made by Mark and seconded by Kelly. Approved.

COMMITTEE REPORTS

AMF:

- **1214B AMF** for New steps & storm door-Motion to approve by Mark, seconded by Dave. Approved
- **1204N AMF** for a new garage door-Motion to approve by Kelly, Seconded by Roberta. Approved.

BUDGET REPORT:

- Community Room, Based on budget numbers we are in need of finding ways to offset the costs of carpet cleaning, appliances, carpet, electricity use etc.
Motion to table discussion about charging \$25 for the community room and decided next month by Mark, seconded by Pat. Approved.
- Guest House, Motion to raise the rental charge for the guesthouse to \$75 for the first night and \$50 for every night thereafter by Kelly, Seconded by Roberta. Approved.
- Fixed costs discussion broken down by member per month
- Allocations for High Dollar items: Shingles, Concrete, Asphalt, Pool, Hot Tub
- Comparison of other Association Dues with pools and without.
- Recommendations for dues increase, Tabled for further review.

OPERATIONS REPORT (BY Monica Larsen)

- Down spouts on the property have been repaired.
- There are some siding repairs that will be done yet this fall.

- Painting of numbers on parking lot and stripes has begun. Newport is 99% finished with the exception of a couple of spots where cars have been parked prohibiting painting, Bridgeport has been started.
- Ash Bore Treatments for Phase One trees is complete. 13 trees were treated. Phase 2 will happen in 2019.

OLD BUSINESS

- Visitor Parking enforcement of rules. How has the tracking been going?
Tracking to continue by Lori and Kelly.
Discussion will be held in September regarding potential changes to visitor parking rules.
- Board Member/Meeting Expectations with Duties to divide up.
Duties were assigned or members volunteered for certain tasks. See Monica's list.
- Maintenance Notices
 - Steps and doors in disrepair; Area next to garages; Front and Back Patio cleanup; Christmas Lights to be removed; Fences; and Pet Waste.
 - Letters to be signed by all board members, Corrections by October 1st or fines assessed.
All board members in attendance of this meeting, signed the maintenance notices so they could be mailed to the appropriate residents.

New Business:

- Resignation of Secretary Amber Klungseth.
 - Rebecca Sittig of 1107 Newport would like to be our secretary.
Motion for Rebecca Sittig to become new secretary by LeeAnne, seconded by Dave. Approved
- Plumbing issue. Need Water Pressure Reducing Valves. Water pressure into building recommended to be below 80 PSI per city code. SPP buildings are between 100-120 psi. Need to install valves on all buildings.
Motion to approve bid from Waterbury for placement of pressure valve by Dave, seconded by Pat. Waterbury Approved.
- Fence Bid from American Fence
 - To remove wood fences and install new white Vinyl fences for the Newport side, will cost \$31,027. 65 fences@ 6ft tall. (Plates with bolts. 3 posts on each section.)
A few options for fencing were discussed, no decision was made about future of fence repair at this time, discussions were preliminary for budgeting purposes.
- Signage repair Quote from Vandermaten Masonry \$7200 for columns and two signs.
Discussed the idea of smaller signs, more updated signs or cheaper signs. No final decision was made about the signage repair, discussions were preliminary for budgeting purposes.
- Caulking of cracks in sidewalks-Patios was discussed, no action taken at this time.
- Need to remove Maple tree on the back of Newport.
Motion to approve All Seasons (current lawn care business) bid for tree removal by Mark, seconded by Kelly. All Seasons approved for service.

ADJOURNMENT

Next regular board meeting is September 11, 2018.

Minutes submitted by Rebecca Sittig, Secretary.