

SPPOA BOARD MEETING

July 10, 2018

The following board members were present: Monica Larsen, Lori Boe, Amber Klungseth, Dave Mavity, Mark Guthmiller, Kelly Lieberg, LeeAnne Davis. **Homeowners present:** Ron (1109N), Steve (1101N), Heidi (1212B), Kathryn (1223B), Nola (1004B)

OPEN FORUM- Home Owners have 5 minutes to discuss items of importance to them.

Kathryn 1223B- wondering about getting to know other crafters in the community-Ok to place sign on back bulletin board if it includes name address and date posted. Can hang for up for 2 weeks.

Wondered about having craft fair in clubhouse- yes, can be reserved for craft time for home owners.

Ron 1109N – signs for the homes for sales, felt there were too many signs posted by the realtors, Complimented on the tree that went in in front of mail house and the doors on the mail house. Brought up National Night Out in August-would like something done at SPP.

Nola 1004B-had 2 AMF forms and would like to get in on the dryer vents

FINANCE REPORT- Duane

\$1,500 down on dues, same people, discussed leans on units and/or collections(hard to get), and foreclosure options. Amenities need to be taken away, been a decade issue.

Building and grounds expenditures were mostly trees, few repairs/supplies.

Flood Insurance provided an \$85 refund from FEMA

\$1,988 budget \$1,650 received

Utilities up due to heater in pool.

Water per city will be increasing \$2 average/mo per family

- Dave advised that pool chemicals purchased were higher than normal because the wrong thing was ordered. He will try to get chemicals swapped so that cost should go down.

Motion to Approve by Dave, seconded by LeeAnne

Committee will be formed for budget and future needs

SECRETARY'S REPORT-Amber

Motion to Approve June Minutes was made by LeeAnne and seconded by Mark.

COMMITTEE REPORTS AMF:

1214B new steps door motion to Approve Dave, second by LeeAnne

1204N new storm door motion to Approve Kelly, second by Dave

1004B new rock along side of garage motion to Approve by Dave, seconded by Mark and radiant insert for gas fireplace motion to Approve by Dave, seconded by Mark.

OPERATIONS REPORT (BY Monica Larsen)

- Dryer vent Diagnosis signup (13 signed up-18 known to not be working-Plus many not home to test)
- Dryer vent Cleaning signup (19 signed up)
- Down spouts on the property have begun being repaired done by Dakota Prairie Painting. They are working from the Newport side to Bridgeport.
- The mail house doors have been painted at a cost of \$250.00 for both.
- A new storm door has been installed on the guest house. Door from Menards. The door cost \$242.82 plus \$80 labor. Dave offered Military discount at Lowes in the future.

- Painting of numbers on parking lot and stripes expected to start in the next week or so. White strips for the parking places and white boxes and black numbers for house numbers on parking spots
- A Maple tree will be replaced by Landscape Gardens In the center of the property.
- Camera on the end of the garage was adjusted and now captures entire West Newport street.
- Regenes Report was discussed. Free newsletter that offers advice on many issues we have here at SPP.
- Maintenance Checklists were handed out by LeeAnne and Monica on 6/24/18.
 - There were many residences that received them due to having weeds along their garages.
 - 1015B and 1011B have storm doors that are tied and flop around;
 - 1011B, 1204B, 1212B & 1214B have bad steps;
 - 1219B has patio area that has large tool chest made for inside a truck bed & pile of tires;
 - 1021N has back fence that is in disrepair & back patio very unkempt & front patio has dishes full of food and Christmas lights on fence and Christmas decor laying around;
 - 1210N back patio fence rotten;
 - 1218N back patio fence rotten (has begun removal process.)

Motion to approve by Mark, seconded by Kelly.

OLD BUSINESS

- Website Go to <https://silverparkplace.com> to play around with the website and make any suggestions on functionality or improvements. (keep ideas as simple as possible please). Home Owner area requires a password, which was texted to the board members, Home Owner are includes: board contact information, rules/regs, minutes, newsletter, reservations, forms, calendars and more.
- Dryer vent repairs and cleaning
 - What do action do we want to take if owners do not repair their dryer vents. Are we going to pursue it further? No action at this time, wait and see how many do not volunteer to repair them.
- Reserved parking signs are installed in 5 spots and are now available for rent
 - \$50 per month
 - Rent to be allocated to pavement fund
- Landscaping was completed around the mail house and power poles. Tree in front of mail house was planted in error due to a miscommunication with All Seasons. All Seasons has agreed to keep it trimmed and make sure it does not block any signs or lights or rub on the mail house as it reaches full size.
- Visitor Parking enforcement of rules. What will our process be for tracking this? Is there a board member or members who are willing to monitor this? Board will collectively watch visitor parking.
- 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. What is the next step and timeframes? 2nd notice will be mailed letter signed and will include AMF form if needed. Board has the ability to fine \$5 a day which may result in a lean on home if not paid.
- Ash Borer bids:
 - Baker Tree Service (from berta) \$10 per inch; Landscape Gardens \$10 per inch; and All Seasons \$9 per inch. If we use an average of the trees that were measured, that leaves

approximately 20.2 inches per tree. We have 28 Ash trees. We will treat 25 trees based on Advice provided by Landscape Gardens, there are three trees we should not treat because of location and/or the condition of the trees.

Motion was made by Dave to use Landscape Garden Center for ash bore treatments:

Motion was seconded by Kelly.

- Fence Bid from JBC
 - To remove, prepare the concrete for new, and for installation of new white Vinyl fences for the Newport side, each 10 ft section will cost \$1,875. This system is rated for 130 MPH winds. Repair of the old fences and repainting was quoted at 30% less than doing new fences and we would only last two to three years. More quotes will be obtained. Fences will be 6ft high.
- Budget Allocations to reserved funds for shingles and concrete
 - Our shingles have a 30 year life span and we have no money allocated specifically for this. Each building will cost approximately \$16,200 and each garage building will cost \$3,100. (in 26 years we must have approximately \$579,300 allocated for shingles)
 - Concrete also has a life span and we need to determine where we are in this life cycle to ensure we have the budget for this. It is our duty to ensure we do not require assessments to the home owners. Dave will obtain a bid for road repairs and ask company to determine where we are in the life cycle of our concrete for budgeting purposes only.
 - Budget committee meeting will be held on a weekend. Duane DeBerg, association accountant will be present and Dave and Kelly volunteered to be on committee.
- An exception was granted by a majority board vote, regarding the 25lb dog rule, due to special circumstances with the particular pet in question. Board vote via email will be made a matter of record. Approved by LeeAnne, Lori, Mark, Pat, Roberta, opposed by Kelly and Dave abstained from the vote.
- Office Keys were discussed-Keys will be held by board members who specifically need keys for the roles they serve on the board or can be checked out by board members involved in special project that need access to the office.

NEW BUSINESS

- Brick signage and columns at our entrance are falling apart and need updating. Will begin getting bids for this.
- There was concern posed over Allowed signage for Property Owner's & Realtors. We need to get clarification of rules in writing and is as such:
 - One sign per unit at the edge of garage for realtors plus one additional open house sign allowed on day of open house only.
 - No political signs allowed.
 - Garage sale signs allowed by home owner on the day(s) of sale only.motion to amend Information Rules and Regulations according was made by Dave, and seconded by Kelly

ADJOURNMENT

Next regular board meeting is August 14, 2018.

Minutes submitted by President, Monica Larsen