

MEADOWWOOD ESTATES III

BOARD MINUTES

JANUARY 9, 2013

The meeting was called to order at 3:05 p.m. Present: Bill Maier, Marty Trzeciak, Greg Kautz, and Don Wilhelm (WEB Properties).

2013 Budget- Don and Bill reviewed the proposed 2013 Budget. Marty moved and Greg seconded a motion to approve the budget as presented. Passed unanimously.

Reserve Study- Don reviewed the options regarding the completion of a mandated reserve study. Marty moved and Greg seconded that we engage Criterium-Pfaff Engineers to complete the study for a fee of \$950. Passed unanimously.

Property Access Issue- Don reviewed information he had put together regarding the easement from Dunbarton Oaks Lane to the adjoining property. After discussion, it was decided to collect some more information and not take any action at this time. There appears at this time to be a low risk that this easement will ever be an issue given the obvious high cost of creating access to this property from Dunbarton Oaks Lane.

Drainage Swales- The Board discussed the action necessary to assess what needs to be done to assure the swales along Lancashire and King James drain water properly to the established drains. Greg will contact several contractors to get estimates of what needs to be done and the approximate cost. It is anticipated that the work will not be done until 2014. While discussing the property access issue, it appeared that the Dunbarton Oaks Lane swale is not our property. We will attempt to clarify this.

Infrastructure Issues for 2013- The Board discussed possible projects to be completed during the year. These included straightening a fence post along Mission, sealing cracks in the streets, replacing broken sidewalk, replacing dead plants and trees, adding bark to beds in the common areas, planting flowers in the beds at the entrance to the development, and possibly adding signage to help control speed.

Contract Review- The Board reviewed all of the contracts currently in place for the 2013 year (gate maintenance, website maintenance, landscape maintenance, snow removal, and property management).

Property Management Fee- The Board discussed its options regarding the intent to increase the fee for property management services effective July 1, 2013.

Adjournment- The meeting was adjourned at 4:40 p.m.

Respectfully submitted,

Bill Maier

President