



Estates @ Meadowwood III  
Board Meeting  
February 23, 2021 at 4:00pm  
Via ZOOM

## Meeting Minutes

1. Attendees:
  - a. Board Members
    - i. Dale Mohlenhoff
    - ii. Doug Heyamoto
    - iii. Yvonne Tanak
    - iv. Claudia Lopez
  - b. WEB Properties
    - i. Ron White
2. Approve January 29 Minutes - Approved
3. Update on January 2021 YTD Financials:
  - a. Income - \$51,157.60 (below budget by \$2,256.80)
  - b. Expenses - \$7,918.91 (below budget by \$82.09)
4. Bank Balances 01.31.21:
  - a. Operating - \$58,484.53
  - b. Reserves - \$80,110.04
  - c. Savings - \$30,595.66
5. New Board Member Orientation:
  - a. Controlling Documents
  - b. Meetings
  - c. WEB Responsibilities
  - d. Board Responsibilities
6. Landscaping Improvements:

- a. Revisit scope, to include tree edging, tree/bush pruning/replacement.
  - b. Send revised scope out for bids (include tree in common area adjacent to 1415 N King James).
  - c. Will discuss at next meeting.
7. Fence repair - to ensure this is handled in a timely manner:
  - a. Waiting for call from NW Fence to clarify proposed materials.
8. Windstorm Damage – Consider whether to file insurance claim:
  - a. Three trees were removed.
    - i. Consider whether to replace (Board to walk and assess where trees were located to determine).
  - b. Fence was further damaged (see above).
9. Entry lighting repairs:
  - a. Initial replacement of a small handful that were out resulted in vandalism of several.
  - b. Consider whether to file insurance claim. Ron to calculate replacement costs and send to Board.
10. Reserve Study:
  - a. Only item listed in 2021 is to have the catch basins cleaned (from NDB roadside swale down and under to the TH) for \$4,500. Ron to research contractors.
11. Additional Maintenance:
  - a. Treating and painting rusted footing bolts on mailboxes.
  - b. Mailbox painting
12. Re renters, fee for changing gate codes. Not determined to be an urgent issue, so will discuss at a later date.
13. Audit vote (required by state law):
  - a. Ron to draft ballot and letter and send to Board for review and to determine timing.
14. Fullerton's suggested newsletter:
  - a. Claudia contacted Terri Schmarr, who provided the template.
15. Homeowner Landscaping:
  - a. 1005 N Dunbarton Hillside Maintenance:
    - i. Suggest Board meet with owners once weather changes.
      1. Ron contact owner to set up a meeting.
  - b. 1309 N Lancashire Backyard Improvements:
    - i. Revisit with homeowners regarding concern over having plans laid out and approved prior to performing work.

1. Ron to contact owner to set up a meeting.

16. Insurance

a. Ron to look at BOD limits and whether it covers past directors.

17. Yvonne said her husband has noted both entry and exit gates are open after hours on occasion. Ron to have Rick look at gate.

18. March 23 next meeting. Ron to send invitation.

19. Need to determine who has two and who has three-year term at next meeting.

20. Adjournment