



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

Meeting Minutes

1. Attendees:
 - a. Board Members –
 - i. Claudia Lopez
 - ii. Doug Heyamoto
 - iii. Dale Mohlenhoff
 - b. WEB Properties – Ron White
2. Approve February 23 Minutes
 - a. Doug 1st
 - b. Claudia 2nd
 - c. Dale Approved
3. Update on February 2021 YTD Financials:
 - a. Income - \$60,902.35
 - b. Expenses -\$48,369.95
4. Bank Balances 02.28.21:
 - a. Operating -\$63,615.79
 - b. Reserves - \$80,110.68
 - c. Savings -\$38,595.97
5. Old Business:
 - a. Landscaping Improvements:
 - i. Revisit scope, to include tree edging, tree/bush pruning/replacement.
 - ii. Ron to send scope and bid info to Board:
 1. Once the Board reviews and accepts the project, they would like to notify homeowners of intent to improve the landscaping.

- iii. Consider paying from Savings.
- b. Windstorm Damage:
 - i. Insurance claim filed, to include following costs:
 - ii. C&C Removal of three trees.
 - iii. WEB Maintenance labor for immediate damage assessment day of storm.
 - iv. Mission Street fence damage.
 - 1. Waiting for details of fence repair to include materials used for end where replacement will go. Ron left two messages with NW Fence and will try again.
- c. Entry lighting repairs:
 - i. Initial replacement of a small handful that were out resulted in vandalism of 15 of the 18 total.
 - ii. WEB Maintenance researching costs to replace all 18 lights.
 - 1. Total ~\$1,400-\$1,600
 - 2. Send pic to board and ask for approval.
 - iii. Consider whether to install cameras.
 - 1. Claudia to research monitoring companies.
- d. Reserve Study:
 - i. 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 reach out to vendor who can scope the drain.
 - ii. Should have asphalt reviewed as well.
- e. Additional Maintenance:
 - i. Treating and painting rusted footing bolts and mailboxes. Tom with WEB to do this in the Spring.
- f. Audit vote (required by state law):
 - i. Ron to draft ballot and letter and send to Board for review and to determine timing.
- g. Homeowner Landscaping:
 - i. 1005 N Dunbarton Hillside Maintenance:
 - 1. Suggest Board meet with owners once weather changes.
 - a. Ron to email homeowner suggesting a meeting.
 - ii. 1309 N Lancashire Backyard Improvements:
 - 1. Board approved removal of pine trees in yard and apple trees on retaining wall but want to see improvement plans as soon as possible.
 - iii. 1011 N Dunbarton (vacant lot)

1. Contracting with C&C to spray and/or weed whack.
 - h. Yvonne questioned whether BOD Insurance coverage includes past BOD members. Policy line item shows retroactive date of 02.03.11.
 - i. Entry/Exit Gates reported to be open after hours. Ron had Ornamental Gate make repairs (should push 2026 replacement called out in Reserve Study):
 - i. New gearbox and output shaft
 - ii. Three new bearings
 - iii. Welded arm bolt at pivot point
 - iv. Greased gate bearings
 1. Currently time changes require contractor to make changes onsite. Upgrade to wireless remote is ~\$1,200. Ron to ask Rick at Ornamental Gate for details.
6. New Business:
- a. Seasonal Landscaping Bids.
 - i. Approved C&C
 - ii. Will be sending 2020 reconciliation to Townhome owners. Note that an amount for Fall 2020 cleanup was booked in 2021, so year-end 2021 will likely be higher.
 - iii. Will send 2021 estimate \$736.24 per home (pay half now, half at year end, reconcile next year).
 - b. Doug questioned whether backflow checks are required Ron researched and found no history of this.
 - c. Send request for updated homeowner contact to distribute in April and each Spring going forward.
 - d. Board positions:
 - i. Dale – Pres
 - ii. Claudia - Secretary
 - iii. Doug - Treasurer
 - e. Board asked Ron to advise owner of 1415 N King James Ln that the Board approved removal of the pine tree adjacent to their garage.
 - f. April 20 next meeting
7. Adjournment