

Westbrooke Condominium Association dba
MEADOW CREEK CONDOMINIUMS

MINUTES OF REGULAR BOARD MEETING
Community Room, 823 Old Settlers Trail, Hopkins
Wednesday, June 1, 2011

ATTENDING: Anne Denelsbeck, Doug Harbrecht, Sandy Miller, Pat Olsen,
Cecelia Timm, Enrique Torrano, Veronica Virtue, John Ward

ABSENT: Koleen Saifa-Bonsu

STAFF (Omega): Dave Stendal, Ben Fotland, Patty Tomaino

GUESTS: 7 Owners

Meeting called to order by President John Ward at 6:02 pm

Member Concerns

Business meeting commenced approximately 6:12 pm.

APPROVED the Agenda.

Motion: Pat Olsen. Second: Cecelia Timm. Passed

APPROVED the May 4, 2011 Board Meeting Minutes.

Motion: Veronica Virtue. Second: Sandy Miller. Passed.

Management Report

Association had approximately \$312,000 cash at the end of May.

Receivables of approximately \$102,700 at the end of May (reduction from last month!).

APPROVED the following collection actions identified in the Board packet:

Motion: Enrique Torrano. Second: Sandy Miller. Passed.

D. Wait and see, have gotten a couple of payments.

G. \$1,264 owed after receiving one \$500 payment. Missed next 2 months assessments. Obtain O&E report.

L. Equity unlikely, bought in 2006 for \$89,200. Accelerate 2011 assessments and file for personal judgment.

Enclosures in the Management Report include accounting of all collection actions taken for all member accounts receivable.

Pool opened last Friday. Fobs in use. Did not work first day, installer came back and they were operational later on Friday.

Need to determine age for “child” who must be accompanied by an adult in the pool area. City curfew is 15, would be easiest for people to remember if we make it the same.

APPROVED that children under the age of 15 must be accompanied by an adult in the pool area.

Motion Enrique Torrano. Second Sandy Miller. Passed.

Put in next newsletter that renters can pick up fobs but owner would need to pay for replacement if they don't get it back from renter.

Pool supervisors – Erica, Jim, Laura hired. Had 8 applicants. Could not find people with pool facility experience, these are college kids who were looking for a summer job. Patty stressed that their job is to enforce pool rules. Provided with Pool Staff shirts and whistles. All worked over the weekend. Just one complaint from a resident that they were enforcing the rules (made him get out of kiddie pool).

Asphalt work

Got two more bids for repairs as requested last month (had decided to accept MN Roadways bid on sealcoating and get additional bids for repairs). ACI bid was much higher than original bid from MN Roadways (\$53,964 compared to \$37,322). Modern has not submitted bids. Called to determine if still interested but no response.

MN Roadways bids:

- \$13,182 for frost heave in front of garages.
- \$33,215 for storm sewer and 2 catch basins for spillway.
- \$37,322 for overlays, replacements and repairs
- = \$83,719 for all but sealcoat

Sealcoat bid for all 9 lots = \$67,319

Approximately \$151,000 total

Lot 5 is about \$11,500 of the bid, was done most recently but it has been over 6 years so it is a reasonable time to sealcoat. However, lot is fairly sound and has good drainage, so could wait. Dave estimates at least 3 years before it will need sealcoating. While it may be a bit more costly to do it in a few years, we could use the money to fix Old Settlers Trail this year instead. Putting about \$37,000/mo into reserves. Would have enough with or without including lot 5. Dave wants the sealcoating work to be completed in July so the rock can wear in during the hottest months. Need some cure time between repairs and sealcoating. Lot sweeping will be delayed and done with the sealcoating to avoid paying for it twice (will post on bulletin boards).

Other needs: front doors, attic insulation.

Should have Comcast money coming in to cover insulation.

APPROVED to accept bid from MN Roadways for:
\$13,182 for frost heave in front of garages

\$33,215 for Storm sewer and 3 catch basins for spillway
\$37,322 for overlays, replacements and repairs
\$67,319 less approximately \$11,500 to sealcoat 8 lots (not lot 5)
\$139,455 Total

Motion: Cecelia Timm. Second: Sandy Miller. Passed

Mulching proposal from Lunseth.

Finished mulching of Old Settlers Trail trees, nice improvement.

APPROVED Lunseth bid of \$2,563 for other areas including pool area (see Board packet pp. 50-51).

Motion: John Ward. Second: Veronica Virtue. Passed (Enrique Torrano opposed).

AC offer made available to owners. 39 were ordered and installed.

Tree Pruning and Removal Proposals

Bids from Rainbow, S&S, and Heritage. All bids were fairly close.

Rainbow was best bid for number of trees included.

Bids came in lower than expected, could perhaps remove some additional Russian Olives and the Honey Locust near the pool (messy, leaves near pool). Good tree in a bad place.

Also Box Elder near (803/1010/1006), huge tree encroaching on other trees. Matter of time before it splits in a storm and damages building.

\$11,925 bid, \$20,000 budgeted from operating budget.

Ask Rainbow to bid the additional trees competitively.

Apply some pruning costs of Russian Olives to removal.

Address some tree replacements at a later meeting for fall planting.

Remaining pruning previously approved should be completed by end of June.

APPROVED bid from Rainbow for \$11,925 plus up to an additional 15% for removing additional trees.

Motion: John Ward. Second: Enrique Torrano. Passed.

Rain Garden

Obtained approval for maximum grant from Nine Mile Creek Watershed District.

Progressing with the first rain garden, first phase of master plan. Intend to continue with additional rain gardens every year to take advantage of the \$10,000 grant available annually.

Board needs to approve bids. Low bid of qualified companies was \$25,824 for this year. Will get \$10,000 grant after completed and inspected. Bid includes fixing old rain garden and installation of new one in 816-820 area. Money for this will come from operating budget line items for grounds improvements (\$9,000 budgeted), miscellaneous grounds (\$12,000), and tree maintenance (\$20,000). Of the \$41,000, did mulching for \$3,500 and the pruning will be \$14,000, leaving \$23,500 which is enough for the above bid (\$15,824 after the grant) and some tree planting in fall.

APPROVED acceptance of bid for rain garden work and signing of contract with Nelco Landscaping for \$25,823.56.

Motion: Cecelia Timm. Second: Anne Denelsbeck. Passed.

Comcast Offer

APPROVED to accept Comcast offer in Board packet (pp 76-91) to pay the Association \$120,600. They met almost all of our requests, the main change from what we had requested was that they do not need to be accompanied by MCC tech if not entering buildings.

Motion: Doug Harbrecht. Second: Anne Denelsbeck. Passed.

First newsletter went out. Had a number of positive comments.

New building tech hired, but did not show up. Had been set up to start June 1, Patty confirmed with him a week ago. Did not respond to calls yesterday and today. Will have to go back to the hiring process unless there was some catastrophic event preventing him from responding. Had great credentials.

D&O Claim

Dave has responded to questions from Chubb.

APPROVED draft patio rules prepared by Omega (pp. 108-109 of Board packet) with the following revisions:

Add to item 2 that MCC has right to remove items after 10 days, at owner's expense.

Clarify fine policy that third and fourth offenses are actually second and third offenses.

Change to a maximum of 2 operable bicycles (the Board had concern about this but can change the rule if it becomes a problem). No seasonal restriction.

1 - clarify slab replacement would be at the owner's expense.

2 - revise firewood storage box to outdoor storage box per item 5.

4 - header change to Plant and Flower Containers.

6 - Remove "n" from "shouldn".

Post the new policy or send to residents.

Motion: John Ward Second: Veronica. Passed (Sandy Miller and Enrique Torrano against).

Tax protest

We protested 2007 taxes payable in 2008, 2008 payable 2009, 2009 payable 2010.

Has not been processed by County yet. Attorney guesses 2012 at the earliest. In the meantime, the values have been adjusted down.

The County has been slow in processing refunds. Attorney found one example of a settlement from Feb 2009 for which the County has not yet processed the refunds.

Possibly due to the large number of tax appeals being processed by the County. Refunds will go directly from the County to the homeowners, they will not go to the Association.

County Attorney draws up stipulation of settlement, after being signed goes to Treasurer's office to determine breakdown of refund. May vary based on condition of unit.

Window replacement policy

Keeping list of owners interested in replacing windows and patio doors.

Can get the approved wooden Marvin tilt pack window or the Anderson patio door now.

Still looking into less expensive vinyl options.

See notes in May meeting minutes.

Have not yet formed an ad hoc committee to identify window options.

There are 5 or 6 people interested in replacing their windows.

John and Dave will arrange to meet with contractors. Anne, Koleen and Doug will participate if they are available. The group will come up with recommendations, and the Board will vote on recommendations.

John identified a patio door option for about \$2,500 (much less than other custom bids for \$3,000 to \$3,500).

Speakers for pool area

Discussed at last meeting. Along with pool camera visible in office would provide for a quick response to issues at the pool at a cost of about \$1,200.

Current signs say the cameras are on and recording but not being monitored so should not be depended on for pool safety. Relying on them for more than this may increase liability.

Board decided to drop the idea.

Discussion of unauthorized window replacement

Discussed at last meeting and hearing with owner was held prior to meeting tonight.

Discussion:

Clearly this was a policy violation, though the window installed was high quality and an effort was made to match the appearance of other units.

Regardless of decision, make it clear to owner that going forward compliance with the policies is required.

Difficult to tell the difference from other units with this particular window, it fits in reasonably with the appearance of other units.

Board will not require removal of the window.

Meeting adjourned, 8:51 pm.

Respectfully submitted,



Doug Harbrecht, Secretary