

**Cascades Park Homeowners Association, Inc.
Board of Directors
Meeting Minutes**

July 12, 2017

BOARD MEMBERS PRESENT

Kevin Weltens	President
Stefan Giede	Secretary
AJ Glascock	Treasurer

BOARD MEMBERS ABSENT

None

MANAGEMENT ATTENDEES

Larry Gilbert	Property Manager, SFMC, Inc.
Tammi Butler	Recording Secretary

VERIFICATION OF QUORUM AND CALL TO ORDER

Mr. Weltens verified quorum and called the meeting to order at 7:12 pm. Mr. Gilbert announced that Ms. Glessner resigned from the Board. There are two vacant positions on the Board.

OPEN FORUM

There were no homeowners present.

COMMITTEE REPORTS

- 1) Covenants Committee – Stefan Giede – Chairperson – All applications have been processed. Mr. Giede will email the handbook to the other Board members.
- 2) Parking Rules and Regulations – Community Enforcement Services (CES) was terminated. Single 88 Security has been placed under contract and will begin inspecting the community for compliance to parking rules and regulations. Mr. Weltens had a concern about commercial vehicles in the community.
- 3) Website Committee – The website was updated with the correct phone number for Mr. Gilbert. The Board members will review the website to determine if any additions or deletions are needed.
- 4) Newsletter Committee – There was no report.

APPROVAL OF THE MEETING MINUTES

MOTION: Mr. Glascock moved, Mr. Giede seconded, to approve the May 8, 2017 meeting minutes as submitted. The motion passed unanimously (3-0-0).

STATUS OF OPERATIONS – June 30, 2017

Financial statements for the current period were emailed to all directors and will be available by hard copy at this meeting. Mr. Gilbert reported that the total Operating expenses year to date were \$33,382 under budget. The Board reviewed the financial report as presented in the Board packet.

INVESTMENTS

Mr. Gilbert stated there were two CDs maturing: Washington First and Access National.

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to open up two CDs, \$188,888.13 Washington First and Access for \$101,918.46. The motion passed unanimously (3-0-0).

INSURANCE

Nothing specific to report.

CONTRACT SERVICES

Grounds Maintenance – The Board discussed the increase in trash in the community. The Board has been pleased with the current trash company

Grounds and Snow – No specific issues to report at this time.

Tree Work – Mr. Weltens had a concern that the trees are covering the street signs. Mr. Gilbert will follow up with having the trees trimmed. Mr. Glascock had a concern about dead trees. Mr. Gilbert requested that Mr. Glascock send him pictures of the areas that are impacted and he will follow up.

Irrigation – The irrigation system has been initialized. The service is with Aspect Irrigation. The cost for 2017 is unchanged from 2016 for startup and winterization at \$3,600.

Ground Improvements – The Board reviewed the proposed enhancements from Genesis. Mr. Weltens proposed to the other Board members that they consider making improvements to the baby pool.

Pet Waste Stations – Doody Calls continues to provide pet station and tot lot trash can service.

Tot Lot/Tennis Courts – Mr. Weltens informed Mr. Gilbert that there were cracks in the tennis courts and inquired about the warranty. Mr. Gilbert will follow up on the issue. New mulch was added to the lot.

General Maintenance – Mr. Gilbert discussed making improvements to the clubhouse to generate revenue. In addition, there was a discussion about making improvements to the pool and tot lot. The Board discussed completing the work in phases; however, preliminary designs would need to occur first. Mr. Weltens requested that Mr. Gilbert follow up on who was picking up the trash by the clubhouse.

Electric Repairs – CP Electric continues to repair non-functioning street lights.

Pool Management Services – Mr. Weltens stated that the lifeguards were doing well with enforcing the rules. He had an issue with how residents were treating the lifeguards. Mr. Weltens suggested having an information sheet available for residents who have concerns.

Trash Removal Services – There was a concern about residents not closing the lids on their trash cans.

Legal Services – Nothing specific to report.

Concrete Repairs – Mr. Gilbert stated there were some repairs completed.

Audit – Mr. Gilbert presented the representation letter for the Board's review and signature.

OLD BUSINESS

- 1) HOA Merger, PPI & CPHOA – Plan of merger requires the signature of each Board member in order to finalize this process. The final merger was done.

RESIDENT & MISCELLANEOUS

- Pool Update – Ms. Glessner stated that the pool party is scheduled for July 15.
- 45788 Shagbark tree removal request – Mr. Gilbert referred to correspondence in the Board packet regarding a request for a tree removal. Mr. Giede requested that the homeowner submit an application to the covenants committee.

NEW BUSINESS

Covenants inspection template review – Mr. Gilbert stated that the covenants committee would like to use their own template when completing inspections. Mr. Gilbert requested that the Board email him feedback about the template. The Board had a discussion about including more details about the landscaping and to include landscaping information on the website. Mr. Weltens requested to have the homes re-inspected.

EXECUTIVE SESSION

MOTION: Mr. Weltens moved, Mr. Giede seconded, to adjourn the Regular Session at 8:40 p.m. and move into Executive Session to discuss owner accounts and other personnel information. The motion passed unanimously (3-0-0).

MOTION: Mr. Weltens moved, Mr. Giede seconded, to exit Executive Session at 8:45 p.m. and return to Regular Session. The motion passed unanimously (3-0-0).

ACTIONS TAKEN IN EXECUTIVE SESSION

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to accept Rees Brooms' recommendation to deny the owner's settlement offer for RB No: 16551110.001. The motion passed unanimously (3-0-0).

ADJOURNMENT

MOTION: Mr. Glascock moved, Mr. Giede seconded, to adjourn the July 12, 2017 meeting at 8:48 p.m. The motion passed unanimously (3-0-0).