

**Cascades Park Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, July 13, 2020 – 7:00 p.m.**

***** Meeting was conducted via teleconference due to concerns over Covid-19 *****

BOARD MEMBERS PRESENT

Kevin Weltens	President
AJ Glascock	Vice President
Heidi Lathrop	Treasurer
Stefan Giede	Secretary
Teresa Barth	Member at Large

BOARD MEMBERS ABSENT

None

MANAGEMENT ATTENDEES

Larry Gilbert	Community Manager, SFMC, Inc.
---------------	-------------------------------

OTHER ATTENDEES

Paul Bjorlo	Recording Secretary, Notable Minutes, Inc.
-------------	--

HOMEOWNERS PRESENT

Five homeowners (one of whom lives on Smoketree Terrace and another two of whom live on Regents Park) participated in the meeting by phone.

I. CALL TO ORDER & VERIFICATION OF QUORUM

Mr. Weltens called the meeting to order at 7:02 p.m. and verified a quorum was present.

II. OPEN FORUM

One homeowner (who lives on Regents Park Circle) told the Board that there were several dead or dying trees on her property and her neighbor's property. She requested having them either trimmed back or cut down. Management stated that the Board would be discussing a proposal for addressing the trees during tonight's meeting. The homeowner also mentioned there was poison ivy near her house and she had notified Management. She commented that she did not believe it had yet been addressed. Management stated that the landscaping contractor verified that it was not poison ivy but the plant was a Virginia Creeper.

Another resident (who lives on Regents Park Circle) requested that the Board set up an Emergency Number for homeowners to call because she recently noticed an issue with the sprinklers in the community. Mr. Gilbert reminded her the best way to report an issue was to email him directly.

Another resident asked the Board the status for opening the pool. Management let her know this would be discussed during this meeting as well.

Another homeowner (who lives on Smoketree Terrace) asked the Board why his application for a new fence had been denied. Mr. Giede explained to the homeowner that he had two choices for resolving his issue: a) continue the style that was already present with any new fencing installed; or b) remove any pieces of fencing that are the old style and replace them so that all fencing matches stylistically.

III. COMMITTEE REPORTS

- A. Covenants Committee:** Mr. Giede stated the Covenants Committee has received several applications for fences on properties and that all of the applications except one had been approved. The application was denied because it called for two different types of fence planks to be used in the same fence). This was discussed with the homeowner during open forum.
- B. Website Committee:** Ms. Barth reported that little had been done with the website, but she has received positive feedback from people on the community's Facebook page. She discussed with the Board how they could get more people enrolled in the Board's update via text system. Ms. Barth offered putting together a mail notification packet for sending to the community to facilitate the Board's efforts.
- C. Newsletter Committee:** Mr. Weltens reported the most recent edition of the newsletter was sent to residents. No other updates about the newsletter were discussed.
- D. Social Committee:** Ms. Lathrop stated she was expecting not to host the pool party this year due to concerns related to Covid-19 and large group gatherings which are still prohibited at this time. She also discussed whether it might be possible to do something else (maybe something involving the Sheriff's Office) in place of the pool party that would allow people to gather safely. Several Board members agreed to discuss this further offline.

IV. APPROVAL OF MINUTES

MOTION: Ms. Lathrop moved, Mr. Giede seconded, to approve the June 8, 2020 meeting minutes as submitted. The motion passed unanimously (5-0-0).

V. FINANCIAL MANAGEMENT

A. **Financial Management:** Management included the June 2020 Financial Summary Report in the Management Packet for review. Management reminded the Board the CD with Morgan-Stanley was scheduled to mature in September 2020. Additionally, Mr. Weltens informed the Board that they have a new associate they will be working with at Edward Jones.

VI. CONTRACT SERVICES

A. **Grounds Maintenance:** Nothing was discussed.

B. **General Maintenance:** Nothing was discussed.

C. **Signal 88 Patrol:** Management continues to provide patrol reports to the Board. Issues raised by residents and Board members continue to be addressed with the vendor. Signal 88 has been informed to alert Management to illegal parking of commercial vehicles within the community. They have also provided a renewal proposal for the Board to discuss. The Board expressed disappointment with the level of service they are getting from Signal 88 and asked if any alternative

D. **Trash Service:** Nothing was discussed.

E. **Pool Management:** The Board continued its discussion about when and if the pool should be opened. There were several slings that could not be repaired with the pool furniture. The Board discussed what should be done with the pool furniture since the pool is still not opened. Management reminded the Board that they could have the furniture moved inside if they preferred to do that.

The Board discussed what it would cost to open the pool (even for a partial season) given the current concerns around Covid-19. Mr. Gilbert stated that he received a quote from a vendor suggesting it would cost approximately \$35,000 and it would not be fiscally responsible to open it. In addition to the significant cost associated with opening the pool, the

Board discussed the amount of risk they could be exposing themselves to by hiring another company to open the pool and agreed it was impossible to open the pool under the current conditions.

MOTION: Mr. Weltens motioned, Ms. Lathrop seconded, to finalize their decision to close the pool for the entire summer (given both the cost associated with opening it and the risk they could be assuming by opening it). The motion passed unanimously (5-0-0).

The Board also had a conversation about how they would communicate this information to the community that a decision was made not to open the pool for 2020. The Board had a discussion and agreed to inform residents using as many digital platforms such as texting and the community Facebook page.

F. Irrigation Service: No issues to report. The irrigation system has been turned on for the season.

VII. OLD BUSINESS

A. Asphalt / Concrete: The Board has decided to proceed with a start date of August 3, 2020 for the project. Management will distribute information to residents informing them of their plan.

B. Landscape Lighting: Vendors have successfully secured all the permits they need and are on track to have the lighting project finished by the end of July.

VIII. NEW BUSINESS

A. SavATree Proposal: The owner of 21820 Regents Park Circle raised concerns over dead trees in close proximity to her home. An arborist from SavATree inspected the community and provided a quote for addressing the issues.

IX. RESIDENT & MISCELLANEOUS MATTERS

Nothing was discussed during the meeting.

X. EXECUTIVE SESSION

{Ms. Ms. Barth left the meeting at 8:28 p.m.}

MOTION: Mr. Weltens motioned, Mr. Glascock seconded, to enter Executive session for the purposes of discussing Legal, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence at 8:28 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to exit executive session and return to regular session at 8:51 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to follow the recommendation of their counsel regarding the homeowner of account #1033041101 to deny the homeowner's request to waive legal fees and court costs, but to accept the homeowner's request to waive late fees on the condition that the homeowner pay down the balance on the account in accordance with an approved payment plan. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to follow the recommendation of their counsel regarding the homeowner of account #1655166 to deny the homeowner's request to settle the account balance of \$2,674.48 for \$2,000.00, but to approve a settlement amount of \$2,104.28, provided that the homeowner agrees to make monthly payments of \$333.00 in accordance with an approved payment plan until the balance of the account is paid off. The motion passed unanimously (4-0-0).

XI. ADJOURNMENT

MOTION: Mr. Weltens motioned, Ms. Lathrop seconded, to adjourn the meeting at 9:00 p.m. The motion passed unanimously (4-0-0).