

**Cascades Park Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, April 12, 2021 – 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
Christine Alexander	Secretary
Cathy Daum	Member at Large

BOARD MEMBERS ABSENT

None

MANAGEMENT ATTENDEES

Larry Gilbert	Community Manager, SFMC, Inc.
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OTHER ATTENDEES

Paul BJORLO	Recording Secretary, Notable Minutes, Inc.
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HOMEOWNERS PRESENT

One homeowner participated in tonight's meeting via teleconference.

I. CALL TO ORDER & VERIFICATION OF QUORUM

Mr. Glascock called the meeting to order at 7:05 p.m. and verified a quorum was present.

II. OPEN FORUM

One homeowner (who lives on Paddington Station Terrace) attended tonight's meeting. He said that he had received notification from the Board recently that they had denied a motion from him to reimburse him for expenses incurred related to the paving project the community had completed last year. He said that, because he had been out of town when the Board was trying to get in touch with him, it would have been impossible for him to act upon the Board's correspondence, and asked that the Board revisit their decision to deny his reimbursement. The Board explained that they had decided against his reimbursement because they had tried to ensure their message reached him using several different methods (including sending a certified letter via USPS). The homeowner said he had never received anything from the Board

and asked that the Board provide him with proof that they had tried to send him correspondence via certified mail or USPS. He commented that this would have been the only way he could have been reached. The homeowner said that if the Board could produce proof of their attempt to reach him via certified mail, he would accept its decision to deny his reimbursement. Management will look for proof the letter was sent and report back to the Board.

III. COMMITTEE REPORTS

A. Covenants Committee: Nothing was discussed.

B. Website Committee: Nothing was discussed.

C. Newsletter Committee: Mr. Glascock stated that the most recent iteration of the Newsletter had been sent out.

D. Social Committee: Ms. Lathrop stated that there wasn't much to report from the Social Committee at the present time. They are trying to organize a Neighborhood Cleanup event (in celebration of Earth Day) to take place on April 22nd.

IV. APPROVAL OF MINUTES

MOTION: Ms. Lathrop moved, Ms. Daum seconded, to approve the March 8, 2021 meeting minutes as submitted. The motion passed unanimously (5-0-0).

V. FINANCIAL MANAGEMENT

A. Financial Management: Management included the February 28, 2021 Financial Summary Report in the Management Packet for review.

VI. CONTRACT SERVICES

A. Grounds Maintenance: Mr. Glascock asked Management when Genesis Landscapes would be applying treatments to the grass in the community to stifle weed growth. Mr. Weltens explained that it had rained heavily, shortly after Genesis was there last, which was part of the reason the weed growth was a significant issue throughout the community. Ms. Lathrop also checked with Management to ensure all violation notices had been sent out. Mr. Gilbert confirmed they were sent. Mr. Gilbert stated

that follow-up inspections were scheduled for Monday, May 10th. Ms. Lathrop asked if it would be possible to push inspection dates back a bit next year, which Mr. Gilbert said could be done.

B. General Maintenance: Nothing was discussed.

C. Signal 88 Patrol: Vendor is providing the attached renewal agreement. Current fee is \$17.75. Management continues to provide patrol reports to the Board. Issues raised by residents and Board members continue to be addressed with vendor. Signal 88 has been informed to alert Management to illegal parking of commercial vehicles within the community. Signal 88 has sent Management a renewal contract reflecting a 3.5% price increase for the next year of service. Several Board Members noted that there appeared to be improvements in the community with illegally parked cars based on recent enforcement efforts from Signal 88.

MOTION: Mr. Glascock moved, Ms. Alexander seconded, to approve the proposal from Signal 88 (for the monthly amount of \$715.66). The motion passed unanimously (5-0-0).

D. Trash Service: Issues related to missed collection of debris continue to be raised by homeowners. Management continues to communicate concerns to ADSI. Mr. Gilbert said ADSI had sent out a notice changing the date for a debris collection appointment, then sent a subsequent notice saying the date for that appointment had changed. Since then, they have not come out to service the community for debris removal. Mr. Gilbert noted that the issue had been an internal issue with ADSI and hoped it would be resolved by tomorrow (since the community's trash collection was scheduled for tomorrow).

E. Irrigation Service: Kurt likely to be turning on the community's irrigation system sometime in the next week or two.

F. Pool Service: Mr. Gilbert reminded the Board that there were some repairs that would need to be made in advance of opening the pool for this season. Mr. Gilbert noted that there has been a trend recently away from cleaning high-touch surfaces. According to the CDC, the likelihood of contracting COVID-19 from touching a surface is decreasing. Mr. Gilbert noted it was possible those restrictions might be lessened between now and Saturday, May 29th. Ms. Daum also posed the question of whether the Board was still planning to send waivers with the pool pass

applications. The waivers would state that applicants would not hold the Board responsible if they contracted COVID-19 while using the community pool. The Board all agreed that the waiver would be part of their process for completing pool pass applications. The Board also agreed to include the waiver in the packet that is being mailed. An email will be sent to notify residents that a packet would be mailed to them.

G. Pet Waste & Common Area Trash Can Service: Doody Calls continues to provide service. There are currently no issues to report. Vendor currently services 3 pet waste stations once per week weekly and 3 pet waste stations twice per week. Common area trash cans are serviced every other week. The Board asked if it would be possible for Mr. Gilbert to find out which cans are serviced and when (to ensure the most highly trafficked areas weren't accumulating excessive pet waste). Mr. Gilbert said he would inquire with the vendor and report back to the Board.

VII. OLD BUSINESS

A. Spring covenants inspection letters have been processed and mailed.

VIII. NEW BUSINESS

A. Virtual Meetings: Management included email correspondence with the Board's counsel about the viability of continuing with virtual meetings. The Board said they did not expect this to be an issue until they have their annual meeting in September.

B. SavATree Proposal: The Board reviewed a proposal from SavATree (Estimate # 500368) for removing three dead trees from the community. The Board asked Mr. Gilbert if it would be possible to have SavATree map out the trees they were planning to remove before the Board voted on whether to accept their proposal. Mr. Gilbert said he would check with the vendor and report back to the Board.

C. Pool Opening: Discussed previously in the meeting (during Contract Services).

D. Spray Park: The Board reviewed a proposal from MTS Recreations for adding a Splash Pad and/or Spray Park area to the Cascades Park pool.

IX. RESIDENT & MISCELLANEOUS MATTERS

Nothing was discussed.

X. EXECUTIVE SESSION

MOTION: Mr. Glascock motioned, Ms. Lathrop seconded, to enter Executive Session for the purposes of discussing Legal Matters, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence at 8:18 p.m. The motion passed unanimously (5-0-0).

MOTION: Mr. Glascock motioned, Ms. Daum seconded, to exit executive session and return to regular session at 8:25 p.m. The motion passed unanimously (5-0-0).

XI. ADJOURNMENT

MOTION: Mr. Glascock motioned, Mr. Weltens seconded, to adjourn the meeting at 8:26 p.m. The motion passed unanimously (5-0-0).