

March 2020 Chateau Park Special Owners Meeting Minutes

3/4/2020 @5:30pm at Golden Spike Realty

Board Members In Attendance: Barbara Gray, Carol Cisney, Andie Gillet, Lina Hall, Doug Yoshimura (Teleconference), Kaitlyn Linford (HOA Management). Excused: Nathan Weymouth

1. Meeting was called to order at 5:30pm.
2. Board will hold off on voting on Official Board positions until every member can be present. Barbara will remain President and Carol Vice President until the next meeting when Board positions can be finalized. Once Board positions are finalized changes to the Association Business License, HOA Registry, and Bank will be made.
3. Jan Board Meeting Minutes and Jan Annual Meeting minutes were presented. Board approved both minutes.
4. Kaitlyn reported the following with the financials: \$29,629.73 and the Savings Reserve \$35,698.18. The Account Register was reviewed and expenses were discussed. The Profit & Loss statement was reviewed and noted that the income showing as over budget is due to owners behind getting caught up and remaining owners paying 2019 Special Assessment and one owner who has paid ahead. Remaining categories are at budget or under budget currently.
5. Kaitlyn reported that 2 violations were reported; 1 for noise and 1 for parking. Both issues appear to be resolved as no further complaints have come in. One Board Member reported an issue with an owner walking there dog in common areas but not picking up after the dog. Kaitlyn will send a letter to address this issue.
6. Landscape estimates were presented from Absolute Outdoors (both in annual contract and split landscape and per push contract), Ben Lomond, Beus Landscape and All Seasons Maintenance. Beus Landscape and All Seasons estimates were way above budgeted price and not an option for the Association without cutting other budgeted items or increasing dues so the Board opted to not go with either of these companies. The Board discussed the positive and negatives to Absolute Outdoor and Ben Lomond, especially the need for straight edging and proper clean up. After discussion

the Board voted to go with Absolute Outdoor and to go with the annual contract.

7. Kaitlyn reported maintenance items that were completed in Jan and Feb and items that are up-coming for March and April including but not limited to spring clean-up in common areas, grub treatments in needed areas and tree care for newer trees planted. Board requested to have a community clean-up day in 2020 like done in 2018 with a dump trailer. It was voted to do the clean-up day on May 16th from 10am-12pm for occupants to use and help do a community clean up. This information will be in the April and May Newsletter.
8. Kaitlyn presented the evaluation and estimate from Stuart Roofing for the remaining roofs that need to be replaced. Stuart Roofing suggested to replace carport 22-29 and that the cost would be \$8330 plus \$3240 if decking needs to be replaced like other carport roofs have also needed. The Board voted to proceed with carport 22-29 as quickly as possible.
9. Groundworks submitted an estimate for added exterior access to the units sewer lines that would be a max of \$1000 per building. Adams Plumbing is working on second estimate but has not been able to complete it yet. Once this is completed Kaitlyn will submit it to the Board via email and then this maintenance item can be completed for each building.
10. Property Inspection was reported and Board Members were instructed to read the inspection reports and let Kaitlyn know if there is any questions on the inspections.
11. Meeting adjourned at 6:32pm. The next meeting will be held on May 7, 2020.