

NorthEnd Townhome HOA Meeting Minutes

December 18, 2019

Call to order

Bob Kudola called to order the regular meeting of the NorthEnd Townhome HOA at 7:06 pm.

Roll call and quorum

Bob Kudola, President

Sandy Neville, Vice President

Dan Anderson, Metro Property Management, HOA Community Manager

Shannon Plumb, Secretary/Treasurer—unable to attend (out of the country).

Quorum established

I. Approval of the agenda, Disclosure of conflicts of interest

Agenda approved. No conflicts of interest

II. Special Guests

None

III. Minutes—July 24, 2019

Approved

IV. Financials—July, August, Sept., October 2019

Approved pending audit

V. Homeowners Forum

- A. Large cracks in the alley behind the duplexes in Block 8 despite having been filled.
- B. Fireplace outside of #2270 F unit has been dug out by rabbits. Concerns about cracking and settling. Solution may be to add concrete fill underneath.
- C. Most of the downspouts on #2270 are working well since the cleanout of sediment. A few of the downspouts need to be dug out and raised to drain properly—Dave Waller will do.

- D. Leaves are filling the gutters in the #2270 units and contributing to drain clogs. Gutter guards are needed.
- E. Can cars park on the apron outside the garages? The covenants of the master HOA state there is no alley parking at any time. Sandy will investigate the bylaws to see if garage aprons are specifically addressed.
- F. Concerns about landscaping. Several residents feel Metco is not adequately caring for the areas inside the courtyards with mulching, weeding, and pruning. These concerns need to be taken to Metco.
- G. #2255 A has a downspout that extends over a graveled walkway. Pipe needs to be buried under the stepping stones. Dave Waller will do.
- H. More rocks are needed for the common area in front of the #2270 townhomes. Dave Waller will purchase and install.
- I. Concerns about landscaping in Block 8 and 9. Bushes are poorly pruned. Replacement of old landscaping is needed.
- J. The water pools at the entrance to the alley off Snowberry. Is there a drain under the stones to the east side of the alley entrance? The HOA (board members and volunteers) needs to dig through the stones looking for a drain once spring arrives.
- K. Concerns that the Reserve account should be increased should our insurance company stop insuring for wind and hail. There is a need to keep reminding residents about the need for loss/assessment coverage of at least 20k on their unit. Will continue to put this information reminder in each quarterly newsletter.

VI. ARC Report

none

VII. Vendor Report

none

VIII. Dave Waller Volunteer Report

- A. Dave has replaced several outside light bulbs, cleaned out gutters, and worked to improve the drains on the #2270 units. He is working to repair the garage trim on the #2270 B unit.

IX. Items for Ratification

- A. Insurance claim filed for July 2019 wind, hailstorm event—approved
- B. Selected APEX Roofing to perform approved work on insurance claim—all buildings affected—approved
- C. Contract with Metco for snow removal services for 2019/2020 winter—approved

- D. Waste removal company for NE Townhomes—approved to continue with Waste Connections

X. Manager's Report

XI. Unfinished Business

- A. Interest bearing account research—on hold
- B. Drainage issues south of building #2235—to explore in the spring
- C. Arrange for water audit—in process
- D. Window leaks continue at #2226 A, 2255 B, and 2270 C—new vendor will investigate

XII. New Business

- A. Hail Claim Project Update—still waiting on the status of our deductible.
- B. #2110 Sump Pump Failure Insurance Claim—The HOA insurance \$5000 deductible from damage to units #2110A, #2110B, and #2110 C was not reached. Will reimburse the homeowners out of the reserves.
- C. Next Board Meeting due for March--TBD

XIII. Adjournment

Bob Kudola adjourned the meeting at 7:50 pm

Minutes submitted by: Sandy Neville