

MINUTES

Colony of Edina Board of Directors Meeting for July 18, 2023

Location: The Colony at Edina 6330 Colony Way

- 1) Call to order by Kirk Fox at 6:05 PM
 - a. Nancy Pilhofer made motion to record meeting for accuracy of minutes. Sonseere Goldenberg seconded.
- 2) Rollcall – Absent, Brian Haas
- 3) Approval of July Agenda – Jen Teegarden, seconded by Cindy Schneider
- 4) Approval of June minutes – Cindy Meuwissen, seconded Sonseere Goldenberg
- 5) Staff Management Report – by Dolly
 - a. Discussion on future fees by HOA Assist on ACH payments. Mailing a check or bank billpay will be only fee-free options for payments.
 - b. Discussion on establishing a procedure for submission of ACR Requests by homeowners.
 - All required documents must be submitted with completed ACR 48 hours prior to the next scheduled Board Meeting, where they will be reviewed.
 - Dolly will bring ACR submissions to each monthly meetings for Board.
 - Language will be added to website by ACR form download stating that all required information and support documents are required for submission, and all submissions reviewed only at the next Board meeting.
 - When replying to ACR applicant, Dolly will inform them of status, any stipulations and remind them that contractors must check in at the office for parking permit.
 - c. Homeowner raised a concern to Dolly regarding items placed outside patio. Board agreed this is a rule difficult to enforce at this time. It will be noted and addressed at a later time.
 - d. Discussion on emails from homeowners on issues that Staff should address. It was agreed that Nancy will forward these to Dolly, or if regarding landscaping, to Jen, who will reply to homeowner within 48 hours.
 - e. Lindstrom update. Siding will be completed first week of August. They are running ahead of schedule.
 - f. Storm drain repairs will take place in August.
 - g. Dolly will continue to pursue actions against anyone that is feeding wildlife.
 - h. New pool camera will be installed the week of July 24th.
 - i. Rayco work will be completed within the next two weeks
 - j. A number of patios have invasive vines growing. If identified, Dolly will send a warning letter to homeowner. If not removed in a timely manner, a fine will be imposed with follow-up in writing to homeowner.
 - k. Hand towel and soap dispensers installed in pool restrooms. Wall and floor painting complete.

- l. Urinal in men's restroom will be evaluated next year for repair or replacement.
- m. Water fountain in pool area will be removed in the Fall and siding patched.

Old Business

1) Rules and Regulations:

Glass in pool area. Agreed that first offense for glass in pool area is \$500, second is \$1500, third is \$3000. Landlords will be charged the fine for tenant rule infraction. If it is conclusive that someone is responsible for broken glass in the pool area the homeowner will be charged the full cost for remediation (cleaning, pool draining and refilling). Staff and maintenance will monitor area and trash/recycling, with review of camera footage if needed. Motion by Kirk Fox, seconded Cindy Schneider, all in favor.

2) THIRD AMENDMENT TO DECLARATION AND BY-LAWS FOR APARTMENT OWNERSHIP NO. 120

- a. Discussion on document. Motion to move forward, Cindy Schneider, Sonseere Goldenberg seconded, all in favor.
- b. Timeline was discussed. Letter must be send certified mail to all homeowners, which will take approximately a month. Cindy Schneider will draft letter for board review.

New Business:

1) Driftwood Property contract for approval of Tree and shrub trimming.

- a. Jen Teegarden expressed concern that work required far exceeds budget.
- b. Driftwood bid is based per day and too vague.
- c. Additional bid(s) will be pursued for needed work, and Driftwood bid not approved.
- d. Discussion on trees in courtyards. Office Manager (Dolly) will be responsible for identifying private trees that need trimming and sending warning letter to homeowner. If not addressed in a timely manner, fine will be imposed for actual cost of having our contractor do work and homeowner's HOA account will be charged.

2) Party room rental deposits

- a. Moving forward, only homeowner can rent the party room, not a renter.
- b. Office Manager will receive the deposit (cash or completed and signed check) and hold until after walk-through is completed following event to establish condition.
- c. Nancy will write draft of Party Room Condition Sheet, outlining use of room and expectations for condition of space following condition.
- d. Discussion that Rules and Regs will be updated to remove the word "Residents" so homeowner is responsible for rental. Homeowners will be notified via July newsletter.

3) Professional HOA Management:

- a. Discussion on the creation of a subcommittee to explore options.
- b. Discussed of the areas where The Colony could benefit from professional management include paperwork, communications, maintenance, event management, expense and budget accountability, and efficiencies in all areas.
- c. Motion by Sonseere Goldenberg to create, Jen Teegarden seconded. All in favor.
- d. Sonseere Goldenberg, Brian Haas and Nancy Pilhofer will serve on subcommittee, with Sonseere as chair.

- e. Subcommittee will review existing budget and work towards Request for Proposal.

Reports & Committee Updates

- 1) Treasurer's Report – no printed report, Cindy Schneider reported
 - a. Reserve Savings \$438,000
 - b. Insurance Acct is \$0. Following up with American Family for funds.
 - c. Received claim number from State Farm so all invoices (~\$15,000) received for clean-up of unit in May have been submitted for reimbursement.
 - d. 2022 Audit has been completed and it was determined that reserve account owes operating account \$90,000. Should be transferred before end of year. Future vote.
 - e. Special Assessment - Six units and three homeowners have not paid any of the special assessment (totaling \$5,192). Those using payment plans are current. Three homeowners will be going to attorney for collection.
 - f. Payment to line of credit for collection in last month is \$18,290, bringing balance to about \$70,000.
- 2) Security Committee Report – safe will be purchased from Costco this month for keys.
- 3) Landscape Committee Report
 - a. Getting additional quote for minimally required trimming
 - b. Interior courtyard of condo units are overgrown. This will be addressed down the road. Options include removal all vegetation and leaving all rock, offering the space to homeowners for raised gardens.
- 4) Rules and Bylaws Committee Report
 - a. R & R must be updated per City of Edina to say that no grills of type or open flames are allowed on balconies or patios.
 - b. R& R will be updated to remove the word “resident” from sentence regarding Commons rental.

Adjournment at 8:30 PM