

# meeting minutes

## Townhomes of Bieneman Farm Board of Directors

**Meeting Date:** January 21, 2021  
**Location:** Comfort Suites Lobby  
**Attendees:** Pam Frank (President), Dan Hatalla (VP), Jamie Germain (Secretary), Lyn Francois (Treasurer), Bob Ott (Member at Large), Sadie Vance, Cities Management.

**CALL TO ORDER** 6:00 PM  
**MEETING MINUTES** December 2020 meeting minutes – already **APPROVED** via email.  
**HOMEOWNER INPUT** None scheduled.  
**PRESIDENT'S Report** None.  
**SECRETARY'S Report** None.  
**TREASURER'S Report** Discussed:  
**Financial Reports** – as of 12/31/2020:  

- **Operating Account (Seacoast): \$42,703.85**
- **Reserve Accounts:**
  - **Seacoast: \$35,441.42**
  - **UBS: \$134,992.02** – as of 11/30/20 – 12/31/2020 statement not available
- **Total Reserve Funds = \$170,433.44**
- **Reserve deposit** is now **\$9000/month** beginning in January as per the budget.

### Outstanding Invoices to Approve:

- **Willow River monthly Invoice – APPROVED**
- **(2) Xcel Energy invoices for both irrigation boxes – APPROVED**
- **Greenstein Sellers legal invoice – PENDING CLARIFICATION**

### MANAGER'S Report –

- **Architectural Control Report** – No new requests.
- **Request For Proposal Report** – No new RFPs.
- **Maintenance Requests** – No new requests; Sadie will clear recently completed requests that are still showing as open.
- **Violations Report** – No new violations posted.
- **Delinquency Report – as of 1/17/2021:**

Current (1-30)	Over 30	Over 60	Over 90	Delinquent Balance	Over 30+ Balance
\$11,074.27	\$4,092.55	\$1,381.94	\$13,903.40	\$30,452.16	\$19,377.89
					Dec 2020: \$21,703.81

### OLD Business

- **Rental Policy Amendment to Declaration** – Counsel's responses to Board's initial questions were discussed; further questions came up. Board agreed that some of the language needs clarification. Sadie will forward this info to Counsel.

### NEW Business

- [Legal Updates](#) – None posted online.
- **Snow Removal** – Willow River's performance discussed. Issues are being addressed satisfactorily.
- **Cities Management contract renewal** – Contract ends 4/30/2021, notice of non-renewal due 1/30/2021. Sadie will provide an updated fee schedule for 2021 for the Board to review.

**COMMITTEE Reports – Gov Doc Review Committee** (Jamie/Pam) – Rental Use Policy – still w/Counsel. See Old Business.

### NEXT MEETING

Regular Board meetings are held the 3rd Thursday of each month @ 6pm (location varies). Meetings must be held at least quarterly per the Bylaws. **NEXT MEETING: Thursday, February 18, 2021, 6PM, Comfort Suites Lobby (or theater).**

**CALL TO ADJOURN** 9:00 PM