

# meeting notes

## Townhomes of Bieneman Farm Board of Directors

**Meeting Date:** Wednesday, September 15, 2021

**Location:** Board Member's House

**Attendees:** Pam Frank (Pres), Dan Hatalla (VP), Jamie Germain (Sec), Bob Ott (Member at Large), Lyn Francois (Treas)

**CALLED TO ORDER 6:02 PM**

**MEETING MINUTES BOARD APPROVED** August 2021 meeting minutes via email.

**HOMEOWNER INPUT C.B., Rosemary Curve** – Provided Board with documentation of numerous violation reports that have gone either unacknowledged and/or unaddressed by Manager/management company, some for as many as 13 days. Reports were submitted via the online portal, email to the Manager, and phone call to Cities' front desk. Photos were provided with some reports. Homeowner said she was also left on hold for 15 minutes trying to leave a voicemail and had to hang up. Homeowner reached out to a Board member because she was "at [her] wit's end." Recurring violations reported included dog waste, parking on lawn, overnight parking on private streets, and dog off leash or unattended (also a city violation). Homeowner also added that two trees need trimming (2308 Rosemary and corner of Trillium and Rosemary).

**VENDOR VISIT** None.

**PRESIDENT'S Report** None.

**SECRETARY'S Report** None.

**TREASURER'S Report Financial Reports** – August reports not available at the time of the meeting.

**MANAGER'S Report**

- **Architectural Control Report** – No new.
- **Request For Proposal Report** – No new.
  - ♦ Foundation Repair request – RFP submitted but still pending as of 9/14/2021.
  - ♦ Painting: Painting America bid (\$15,999) includes all painting but not repairs – still waiting for Manager to respond to questions from July. Referral from Bob's company also not obtained. Dan to get a bid himself from yet another company.
- **Maintenance Requests** –
  - ♦ Foundation Repair request pending bid (see above).
  - ♦ **2205 Holly Curve** – Requested approval to sealcoat driveway w/neighbor – **APPROVED** pending receipt of Architectural Request form (Lyn will notify homeowner).
  - ♦ **2205 Holly Curve** – Requested gutters be added – on Project List – Manager to notify Homeowner.
- **Violations Report** – Numerous violations cited; Board reviewed.
- **Delinquency Report** – as of 9/14/2021:

Current (1-30)	Over 30	Over 60	Over 90	Delinquent Total	Over 30 Balance
\$12,671.58	\$5,358.16	\$2,977.49	\$20,017.06	\$41,024.29	\$28,352.71
					Aug 2021: \$26,701.93

- **Legal Updates** – No new filings posted. Two delinquent accounts discussed.

**Outstanding Invoices** –

- **APPROVED:** Xcel, Willow River Co (monthly), HG&K Financial Review (delay was CM), Cities Management (2, approved minus storage fees), Advanced Disposal.
- **HELD: Cities Maintenance (siding work)** – Manager to check on whether this work was listed on the walkthrough list – if so, should be charged at super saver rate.

**OLD/ONGOING Business**

- **Rental Policy Amendment to Declaration** – Petition to all homeowners via email OR mail on 4/2/2021, second round of mailings sent to non-responders in late April (due 5/10). Total is 36 + 1 for P.A. – Counsel suggested drafting an amendment to list all of P.A.'s properties. List was drafted and sent to Counsel. Waiting for additional direction from Counsel.
- **Landscaping/Snow Removal (Willow River Co) – Outstanding items:**
  - ♦ Knotweed treatment – Dan@WRC said he would look into this, it may be too late for a treatment this year
  - ♦ Aeration (in the fall) – Additional cost, Dan@WRC will provide an estimate
  - ♦ Sinkhole (2204 Foxglove) & Plow Damage (Foxglove & up the hill) – Dan@WRC will take a look at these
  - ♦ Irrigation – Dan@WRC will look into getting a zone schedule

- ♦ **NEW: Bush Removal** – damage was done to some lawns as some bushes were removed with large machinery
- **Replacement Signage** – TABLED and placed on the Project List mentioned below.

**NEW Business**

- **Cities Management Termination/Proposal** – Cities' proposal was discussed. **BOARD UNANIMOUSLY APPROVED** switching management companies from Cities to MJF & Associates.
- **Project List** – Board will develop a list of all projects and prioritize them based on funds availability and necessity. Lyn has a list started; Board will review/add items and discuss list next month.
- **Properties currently For Sale/Sold** – No new status changes (refer to Tracker).

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

**NEXT MEETING – 10/13/2021 @ 6PM @ Comfort Suites**

Regular Board meetings (must meet at least quarterly): 4TH WEDNESDAY of each month @ 6pm (location varies).

**MEETING ADJOURNED 7:48 PM**