

Meadow Point Townhomes Association Board Meeting
March 21, 2022; 4:30 p.m.

LOCATION: The meeting was held in person at 2044 Elm Circle and via Zoom.

ATTENDANCE: In person: Kent Feise, Kristine Milburn, Steve Boeckman, Jim Gammell, Mark Gisch, property manager.; Absent: Sara Schlievert

CALL TO ORDER: President Milburn called the meeting to order at 4:30 p.m.

SECRETARY'S REPORT: Freise moved and Gammell seconded approval of the February 21 minutes. Motion approved.

TREASURER'S REPORT: Treasurer Freise reported that through the end of February with 16.9% of the year elapsed, revenues were slightly ahead of projections at 18.9%. Actual expenses were at 12.5% overall. Snow removal expenses, bank fees and taxes were all higher than the projected budget. However, all but the bank fees will no doubt drop below the projected budget as the year progresses. The current return on members' equity totals \$16,387 for the first two months of the year. The return on equity is projected to be \$18,630 for the entire year. Freise also reported that concrete maintenance for 2022 will begin the week of May 9. Boeckman moved and Gammell seconded acceptance of the treasurer's report. Motion carried.

COMMUNICATIONS: Milburn will post on the MPTH website a request for proposals (RFP) on the fence separating the south side of our property from the shopping center. She will also coordinate sending emails to a list of contractors who build fences. In addition, Milburn will send blast emails to all residents clarifying the association's landscaping requirements/restrictions, and reminding them about air conditioner maintenance.

PROPERTY MANAGER'S REPORT: Property Manager Gisch reported that Ultimate Lawn Care (the association's lawn care company) has raised its labor prices by 8% and its chemical prices by 35%. This is not atypical of lawn care companies due to labor shortages and tightened supply chain issues. Freise moved and Gammell seconded a motion to retain Ultimate Lawn Care as the association's lawn service for another year. Motion carried.

Gisch also reported that a heaving sidewalk at 2017 Elm Circle has damaged the garage entrance door and trim. The door will be replaced and the trim fixed.

Gisch called the management company for the strip mall adjoining our property on the south regarding the five or six dead (or almost dead) Ash trees on the mall's side of the property line. West Des Moines requires that dead, or dying, Ash trees be cut down or treated. No one called back, so he called the city. City officials said they would take care of the issue.

Gisch asked the board members if we should do a spring cleanup this year. Basically the cleanup involves removing leaves from gutters. We haven't done a spring cleanup for several years. The board suggested, and Gisch decided, that we will do a spot check of potential problem areas and clean those, rather than cleaning the entire property.

Gisch also said his crew will be applying mulch and fertilizer around the young trees on the property, and seeding grass on spots where tree stumps were removed. They will also clean up the fence row on the north side of the property from 19th street west. Later this spring, the canopies will be raised on some of the older trees to promote growth and minimize mowing obstacles.

OLD BUSINESS: Schlievert continues to work with the city of West Des Moines on the entrance sign. Her contact said there are examples of entrance signs that meet city code and she will continue to follow up with the city.

Freise told the board members that the concrete replacement costs for this round of concrete maintenance are estimated to be \$17,500. He moved and Boeckman seconded a motion approving the estimate. Motion carried.

NEW BUSINESS: Freise moved and Boeckman seconded a request from the owner of 1945 Maple Circle to do some landscaping around the home. The owner will be asked to present a detailed description of the intended landscaping for approval by the board. Motion carried.

Milburn announced that the board will conduct its annual walk-through of the property April 11 from 4:30-6:30 p.m. The walk-through is to look for areas that need attention in the coming months.

ADJOURN: There being no further business, Freise moved and Boeckman seconded a motion to adjourn the meeting. The motion was approved and the meeting adjourned at 5:30 p.m. The next board meeting will be April 18.