

**Meadow Point Townhomes Association Board Meeting**  
**April 18, 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, Sara Schlievert, Mark Gisch, property manager.; Via Zoom: Jim Gammell

**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 March 21 minutes. Motion approved.

**TREASURER'S REPORT:** Treasurer Freise reported that assessments are now 100% paid in full, and dues are current for all homeowners through the end of March. The association is in good shape financially. Total revenues sit at 27.3% of the projected amount budgeted with 25% of the year elapsed. Actual expenses were at 18% overall, compared with the budget. Snow removal expenses are at 67.1% of the budgeted amount, but that percentage will decline when spread over the spring, summer and fall months. Bank fees are at 29.1% of the budgeted amount. The return on members' equity totals \$23,966 for the first three months of the year compared with a projected \$18,630 for the entire year.

Freise also noted that Mediacom has raised the rates that the association pays for homeowners almost \$300 per month, which translates into \$4 per homeowner per month.

The board will monitor the rates offered by Google Fiber as it comes online in other parts of the city. MPTH homeowners aren't expected to be hooked up to Google Fiber until late this year or early-to-mid 2023.

Boeckman moved and Schlievert seconded the treasurer's report. Motion carried.

**COMMUNICATIONS:** Milburn will send a blast email to homeowners suggesting they spray their hose connections with a lubricant such as WD 40 before attaching hoses to faucets. The lubricant minimizes the corrosion that can occur over the summer that makes it difficult to detach the hoses before winter.

Milburn will also send homeowners information on cleaning the leaves and tree pollen from their air conditioner housings.

**PROPERTY MANAGER'S REPORT:** Property Manager Gisch reported that five sections of the wooden fence separating the southern border of the association's property from the Countryside Village Mall will be hauled away. If additional sections blow down, they will be stacked on the property until the contractor who will build a new fence is ready to start work.

Extreme Tree (the association's contracted tree service) will remove the sickly pine tree along the northern border of the association's property on April 19. Gisch and his crew will haul limbs collected from other places on the property to Extreme Tree for shredding.

Discussion continues on replacing the sign at the entrance to the property. Milburn will compile a list of sign companies and work up the wording for the new sign. Schlievert will reach out to the sign companies for design proposals and bids and continue to converse with the city regarding the requirements and approval process..

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:** Friese is expecting fence bids early May and will provide those for review at the May board meeting.

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.

Board members reviewed plans submitted by the owners at 1931 Elm Circle to add a concrete slab along the edge of their deck. The board asked the owners to discuss details with Gisch. Gisch said he had met with the owners and the planned addition would comply with association rules. The board approved the planned addition.

The board noted that there were 2" X 12" boards missing on the south side of the new four-season room at 1908 Maple Circle. The boards, which extend from the floor of the room to the ground, are needed to keep critters from living under the room.

The board also discussed a request from the homeowners at 1912 Maple Circle to extend their deck from the 12 feet from the house in the original construction to 14 feet. Board members approved the request, and Milburn will follow up with homeowners.

**ADJOURN:** There being no further business, Boeckman moved and Freise seconded a motion to adjourn the meeting. The motion was approved and the meeting adjourned at 5:35 p.m. The next board meeting will be May 16.