

## 2022 Annual Meeting Minutes, Townhomes of Meadow Point Association, October 15, 2022

**LOCATION: Elm Circle cul-de-sac**

### **CALL TO ORDER:**

President Kristine Milburn called the meeting to order at 10 a.m. Board members – Milburn, Kent Freise, Jim Gammell, Sara Schlievert and Steve Boeckman – introduced themselves. Property manager Mark Gisch also introduced himself. Milburn then asked attending homeowners to introduce themselves. A total of 30 homeowners, including board members, attended the meeting.

### **BOARD UPDATES:**

- Emergency contact lists. In a follow-up to establishing an emergency contact list for all homeowners as advised by West Des Moines police at a monthly board meeting several months ago, Milburn is creating a form that will be emailed to all homeowners. Homeowners will be asked to provide the name of a person or persons who emergency responders can call if they are unable to reach a homeowner believed to be in distress. Milburn also said police advise installing lockboxes on an entry door. The police department will keep a record of the codes to the boxes, but it's important that the homeowner's emergency contact also know the code and can give it to emergency personnel when they arrive.
- Entry sign. Schlievert updated homeowners on the entry sign, which she, in conjunction with other board members, has been negotiating with the City of West Des Moines for several months. The sign will be installed in the median between the entrance and exit streets of the property. The sign design has been approved by the relevant city departments and a subcommittee of the city council. Now, the full city council must approve the design and placement. Schlievert is hoping the request can be placed on the council's agenda within the coming month.
- Potential insurance claim. Freise reported on the August 19 hail event and the effect it may have had on MPTH roofs. Based upon damage at other townhome associations in the area, LR Contracting (who reshingled the roofs last summer) and Tremaine Enterprises did a sampling of the buildings to determine if a damage claim is warranted. Their assessment is that the damage isn't as bad as last year, but there is some damage where the hail strike penetrated or damaged the mat of the shingles, and repair or replacement may be needed to protect our warranty. Freise initiated a claim with West Bend Mutual Insurance for hail damage. A West Bend Mutual agent will do a joint inspection with Tremaine Enterprises on October 25 to determine the extent of the damage.

### **2021 ANNUAL MEETING MINUTES:**

Larry Hanson moved and Joel Olah seconded a motion to approve the 2021 minutes, copies of which were included in the packet of materials delivered to each homeowner. There were no corrections or additions. The motion carried.

### **TREASURER'S REPORT:**

- Treasurer Freise reviewed the financial condition of the association for the nine months ending September 30, as well as the proposed budget for 2023. For the nine months ending September 30, the MPTH checking account had a balance of \$1,123 and the savings account had a balance of \$50,044. Most items are generally at 75% of budget or less. Those items at greater than 75% budget were completed early in the year and their percentages will generally decrease over time. Greatest concern at this point is remaining lawn maintenance cost and probable increase of Association insurance costs for next year. Note: Next year deductible for wind and hail damage increases from 1% of Limit of Insurance to 2% (by State of Iowa Law.)
- In addition, the operating reserve money market had a balance of slightly more than \$201,000, and the two certificates of deposit had balances of slightly more than \$100,000 each for total investments of slightly more than \$403,000. If expenditures justify it, the board may initiate a third \$100,00 18-month CD at a fair rate around the first part of December.
- The 2023 budget anticipates a slight increase (\$2,000) in revenues due to higher interest income. It also anticipates a decrease in total expenses of nearly \$40,000 due mainly to elimination of the one-time charge

for replacing the fence on the south edge of the property. Based on projections, it is expected that the 2023 budget will add \$7,570 to members' equity.

- Olah moved approval of the treasurer's report and the 2023 budget. Hanson seconded. The motion carried unanimously.

#### **PROPERTY MANAGER'S REPORT:**

- Property Manager Gisch followed up on the report of potential hail damage. It appears that 14 buildings may be affected.
- PM Gisch reported that more sewer issues are surfacing caused by a number of factors: sags in the lines due to settling, a build-up of materials in the sewer lines and the federal law limiting toilets to a 1.6 gallons-per-minute flush. He recommends homeowners flush toilets two or three times after each use to make sure materials are moved through the line into the main line. He also cautioned homeowners not to use high-absorbency toilet tissue, such as Charmin Plus, and baby wipes, even though they claim to be septic and sewer safe.
- PM Gisch stated that a number of new trees will be planted on the property this month. They will replace several trees that died, as well as adding trees in areas of the property where older trees had to be removed. Plans are to fill the stump holes created by removal of older trees and plant grass seed beginning this month. Freise added that he has a bundle of pink flags that homeowners can use to identify stump holes.
- PM Gisch reminded homeowners that maintenance requests can be sent to him, preferably through phone calls (Monday-Friday, 7AM-5PM.). He also indicated that dues at Meadow Point are "very comfortable – a little on the low side" compared with most other townhome associations in the area.

#### **NEW BUSINESS:**

- President Milburn informed homeowners about the status of Google Fiber becoming available on the property. Current estimates are that it will be January or February before it is available. She plans to send out a survey asking homeowners what they are using for television and internet connectivity and what they think of Mediacom service. The MPTH board will use the results of the survey to develop and inform homeowners about options once the Google Fiber is available..
- A homeowner asked if it would be possible to paint the curb yellow in front of the mailboxes. He has seen numerous people fall because of the short distance between the mailboxes and the curb. Milburn said she had contacted the City of West Des Moines, who owns the streets on the property, and was told the curb can't be painted yellow.
- Another homeowner asked if residents could be reminded to clean up the three-foot areas around the perimeter of their homes. Some areas have gotten weedy and unsightly.
- Another homeowner asked a question about renters. Milburn said that, according to MPTH covenants no one is permitted to rent a home on the property. There are no renters currently, although the board is aware of one situation where an individual is living with a homeowner. It's not known if the individual is paying rent. A check with legal authorities indicated there is not much the association can do about the situation based on current rules.

**ELECTION OF DIRECTORS:** Terms for two directors – Kent Freise and Steve Boeckman – expire in 2022. The board nominated Kathy Olah, 1912 Maple Circle, to fill a vacant seat created when Boeckman steps down from the board after six years. Freise is running for another term. A total of 30 ballots were cast. Both candidates were elected for two-year terms. Boeckman thanked homeowners for their cooperation during his six years on the board, four of those years as president. He explained that he is stepping down so fresh voices can be heard on the board, not because he disliked serving.

**ADJOURNMENT:** Chris Gammell moved and Larry Hanson seconded a motion to adjourn the meeting. Motion carried. The meeting was adjourned at 11:05 a.m.