

**Prairie East Fifth Association
Homeowner Annual Meeting Minutes
May 17, 2018**

The meeting was called to order at 7:05 pm by Board president, Cory Miller.

Board members present: Cory Miller, Tim Nelson, Carol Wach, Dorothy Fuss, and Amy Dresch.

Also present was Lori Waltzer, Association manager.

Homeowners present or by proxy: 15 homes were represented at the time the meeting was called to order.

Secretary's Report: It was moved by Barb Stelling (10371 Balsam) and seconded by Jan Bohlken (10347 Balsam) to accept the minutes of the May 18, 2017 Annual Meeting as presented. Motion carried.

Treasurer's Report: The financials were reviewed by Michael Mullen, CPA. The state of the association is strong. Past due accounts are minimal. Barb Stelling moved to accept the treasurer's report. Dan Dumonceaux (10382 Balsam) seconded. Motion carried.

President's Report: President reported top achievements for 2017 as follows:

- Held monthly board meetings as scheduled
- Completed the Spring walk-through of the Association in June, 2017 noting deficiencies and safety issues to be addressed. Repairs to the property in 2017 as a result of the walk through totaled \$6,707.27
- Maintained the sprinkler system for the Association property to work through the first year cycle in trying to "balance" the sprinkler system. Board met with the Sprinkler company to review emergency procedures to shut off the system if needed
- Renewed the Association's 2018 insurance coverages at a cost of \$30,325.75 compared to \$34,934.34 for 2017
- Completed the asphalt seal coating of driveways
- Selected No Stress Gardening to help with fertilizing of lawns, landscape work and edging of the driveways in 2018
- Issued demand letters and filed foreclosure notices for delinquent or unpaid dues as needed.
- Monitored past due accounts and foreclosures of association members. As of April, 2018 the balance of past due receivables was \$385.00.
- Issued and collected fines from Association members for rule infractions
- Financial statements for 2017 were reviewed by the accounting firm.
- Completed the 2018 Budget and reviewed the Cash Reserves requirements and the Capital Reserves needed in future years for the Association
- Issued Newsletters to members during the year
- Continued the Associations website in 2017 www.neighborhoodlink.com/Prairie_East
- Conducted other activities as required to operate the Association

Elections: There is one board position open. Dorothy Fuss agreed to run for the open board position. Barb Stelling moved to accept the nominee as presented and Jan Bohlken seconded. Motion carried. Dorothy Fuss ran unopposed and is re-elected for a three year term.

New Business:

- Sprinkler System Update - When Irrigation Management installed our sprinkler system, the original concept was to have one pump and one controller thinking they could run water under the street. The city of EP said “no” to running water under the street, thus we now needed 3 pumps and 3 controllers.

Originally the company was to install electric controllers as specified in the original contract, however, the cost to provide electric power to each controller was excessive. The alternative was to install solar powered controllers which were to have remote monitoring and the weather station capabilities. As it turned out, IM installed low featured battery-operated controllers without the functionality promised. This problem was not discovered until late last year.

The board is considering upgrading the irrigation controllers to solar power as it provides an economic and environmental solution. This will require purchase of three solar controllers, installation of concrete pads and installation to the existing system with the features as per the bid. There is a picture available of the new solar powered controller.

Prairie East will be applying for a grant from the EP watershed district to help fund the cost of the controllers, which is about \$35,000. If the grant is approved, the controllers will need to be purchased and installed. Once the watershed district has inspected the installation and approved it, a portion of the cost will be reimbursed to Prairie East Association.

It is the intent of the Board to have Irrigation Management share 50/50 in the cost of the solar controllers as originally promised. It is believed this is the best alternative for the long term and will maintain good business relationships with IM.

- Lawn Rejuvenation Project - The irrigation system allows the lawns of PE 5th to be greener during the summer months. IM introduced PE 5th to Mary Davy of No Stress Gardening who was hired to landscape around the fake rocks which conceal the pumps. During that process, No Stress Gardening expressed an interest in PE 5th's overall landscaping plan. No Stress Gardening does not normally work with Associations, however, due to the proactive nature of how PE 5th is managed, No Stress wanted to propose a longer-range lawn and landscape rejuvenation project for the Board to consider.

The Board has reviewed the long-range plan which has the key objectives to:

- provide weed control for the lawns
- return actual grass to places where weeds and lack of water killed off the grass
- protection of our trees which are scabbed by the lawn mowers
- Soil analysis to assure the right fertilizers are applied, in the proper amounts
- review the vegetation of the Association and make sure it stays healthy and hearty
- nurture the grass in such a way to reduce the number of fertilizer applications from 3 to 2
- keep more fertilizer on the lawn and less on driveways which runs off into streams and lakes

The board completed a site visit to No Stress Gardening for a tour and an information meeting about the company. Based on the experience with the pump landscape project, a review of the capabilities offered, and the experience and recommendation of the No Stress Gardening staff, the Board believes No Stress Gardening is a trustworthy vendor for the Association's landscaping needs.

The estimated cost for the rejuvenation project is about \$45,000 and will be completed in steps over a 3-4 year time frame. The Board has approved about \$29,000 for edging of streets & driveways (\$5k), ninebark shrub cleanup along the northern fence (\$3k), removal and re-landscaping of a tree (\$3k), preemergent (\$4k), soil renovations (\$7k), weed control (\$4k) and lawn seeding (\$2k) and miscellaneous (\$1k).

The Board will monitor the progress of the rejuvenation plan and adjust the project as deemed appropriate. Payment of these expenses will be from 2017 excess operating funds of \$30,000, reduction to our lawn care service as some services are now transferred to No Stress Gardening, and 2018 operating budget.

- Spring Walk through is set for Tuesday, May 22

Homeowner Input

- 10391 Balsam – report of dog chained to pine tree
- 10371 Balsam reported dead magnolia tree. Also, one bush at the end of the driveway is dead and two are missing.
- 10382 Balsam reported a tree root is pulled up in the yard and need to be cut off
- 10347 Balsam reported an evergreen plant by the house is dying

Call for adjournment at 7:55 pm. Motion by Jan Bohlken and Barb Stelling seconded. Meeting adjourned.