

**Prairie East Fifth Association
Board Meeting Minutes
January 16, 2020**

The meeting was called to order at 5:35 pm by President, Cory Miller

Board Members Present:

Cory Miller, Tim Nelson, Amy Dresch and Rose Gebo. Also present Lori Waltzer, Property Manager

Excused: Dorothy Fuss

Secretary's Report: Strike the last sentence in the Ice Removal Paragraph "the board will not be performing snow removal yet" from the secretary report. Amy Dresch moved to accept the December 19, 2019 secretary's report as corrected. Rose Gebo seconded. Motion carried.

Treasurer's Report: The December financial report was presented. Question on the Snow Removal Non-Contract charge. This charge was for sand barrels at the homes. Amy Dresch moved to accept the treasurer's report as presented. Tim Nelson seconded and the motion carried.

Note Status: Lori will keep the status of the note receivable on the financial report until it is paid off. Lori will remind Chris that, per the contract, he owes a payment of \$1,000 in February.

Management Report

Homeowner report of trash can left in driveway: Homeowner reported that a neighbor is leaving the trash can in the driveway where it impedes the ingress/egress of vehicles to the neighboring homes. Lori sent a notice to the homeowner. Further notifications for this violation will result in fines assessed to the homeowner.

Inspection Report: Homeowner at 10333 requested maintenance work per their potential buyer's inspection report. The items noted: bathroom exhaust fan duct was pushed up and is a homeowner responsibility. Head flashing at window and front door missing. This also is part of the window and door installation and is a homeowner responsibility. Brickmold trim at front door is rotted. The brickmold will be repaired by the association. However, the pictures showed parts of the door frame and not the brickmold. The door framing is the homeowner responsibility. No kickout flashing at the roof/wall intersection. This would be an association responsibility but the roofer was not aware of this being a requirement. When the roofs were installed and inspected by the city and an independent consultant this was never noted as required. Dryer exhaust vent is damaged. This is an association responsibility and is in process of being repaired. Backflow prevention device missing at exterior faucet. This is also a homeowner responsibility.

Vehicle Violation letter: Tim Nelson requested clarification on the vehicle violation letter and is opposed to putting letters on other vehicles' windshields. It was explained that this letter would only be placed on windshields of vehicles where the ownership is not apparent. It will serve as a reminder to homeowners parked in violation of the rules to follow the parking rules of the association. Tim Nelson and Rose Gebo requested revisiting the rule regarding parking along the driveways.

2020 Insurance: Proposed insurance rates from Country Financial show an increase of approximately 10%. Lori is checking with other insurance companies to see if there are any better rates.

Rose Gebo moved to adjourn and Amy Dresch seconded. Meeting adjourned at 6:15 pm.

Submitted by Lori Waltzer

Next meeting, Thursday, February 20 at 5:30 pm, location yet to be determined.