

**Prairie East Fifth Association
Homeowner Annual Meeting Minutes
June 18, 2020**

The meeting was called to order at 7:00 pm by Board president, Cory Miller.

Board members present: Cory Miller, Tim Nelson, Dorothy Fuss, and Amy Dresch.
Also present was Lori Waltzer, Association manager.

Homeowners present or by proxy: 17 homes were represented at the time the meeting was called to order. Quorum requirements were met.

Secretary's Report: In the President's report section, change top achievements for 2017 to top achievements for 2018. It was moved by Karen Huey (10387 Balsam) and seconded by Rose Gebo (10367 Balsam) to accept the minutes of the May 16, 2019 Annual Meeting as corrected. Motion carried.

Treasurer's Report: The financials were reviewed by an independent firm of Michael Mullen, CPA. As of December 2019, the Reserve Fund totaled \$498,479 and as of May 31, 2020 was at \$529,591. On pages 10-11 of the auditor's review report is the Reserve Schedule showing the upcoming expected expenditures of the association. Rose Gebo moved to accept the treasurer's report and Karen Huey seconded. Motion carried.

President's Report: President reported top achievements for 2019 as follows:

- Held monthly board meetings as scheduled
- Completed the Spring walk-through of the Association in June, 2019 noting deficiencies and safety issues to be addressed. Sent violation letters as noted. Repairs to the property as a result of the walk through totaled \$4,560 for 2019 compared to \$16,197 in 2018.
- Renewed the Association's 2020 insurance coverages at a cost of \$29,654 compared to \$28,642 for 2019
- Completed landscaping projects totaling \$39,054 compared to \$69,025 in 2018. Projects included tree trimming and removal, correct a drainage problem and lawn rejuvenation projects to improve the lawn's long-term growth capabilities.
- Stained the decks and retaining wall fence at a cost of \$22,850 compared to \$21,350 the last time this work was completed (2015).
- The City of Eden Prairie completed the sidewalk installation along Juniper Lane in 2019. The Association received three replacement trees and incurred sprinkler maintenance costs as a result of that project. Snow removal from the sidewalk during winter months is the responsibility of the Association.
- Addressed the leaking gutters with the installer. Still seems to be some water issues at the gutters due to ice in the gutters, which can't be avoided.
- Held Board Member training and review at the June Board Meeting
- 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 June, 2020, the balance of past due receivables was \$363.
- Issued and collected fines from Association members for rule infractions

- Financial statements for 2019 were reviewed by the accounting firm.
- Completed the 2020 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 2019 www.neighborhoodlink.com/Prairie_East
- Conducted other activities as required to operate the Association

Elections: There are two board positions open and three candidates ran for the open positions. The ballots were mailed to all homeowners, with 32 homeowners returning completed ballots. Vita Peterson (10360 Balsam) and Denis Petrenko (10392 Balsam) were elected to the board for a three year term. Board meetings are held on the third Thursday of each month at 5:30 pm. The organizational meeting of the board of directors will be held on July 16. Lori thanked Amy Dresch for her many years of service on the board. Her history with the board will be sorely missed.

Homeowner Input

- Vita Peterson (10360 Balsam) requested the board look at replacing missing plants and plants that appear to be dying
- Barb Stelling (10371 Balsam) requested a plant replacement where the small decorative tree was and also replace a plant by her driveway. At one time there were 3. One plant died and was not replaced, so there are only 2.
- Vita Peterson wanted to know who replaces the green utility box covers
- Kathy Hubbell (10352 Balsam) reported that her deck does not appear to have been stained and looks like bare wood. She also reported that the asphalt by her garage is raised and has divots which is a trip hazard
- Rose Gebo (10367 Balsam) reported that where the driveway was cut to run cable, it has cracked and needs to be sealed
- Rose Gebo asked that the board revisit the bylaws and rules & regulations of the association
- Patti Nystuen (10373 Balsam) commented on lack of maintenance in the driveways and steps in the winter. She would like to see the association be proactive in removing snow and ice.
- Rose Gebo thanked the board and stated her snow plowing was the best this year that it has ever been
- Mary Ann Schellar (10351 Balsam) reported that driveways can be different by the exposure and slope of the driveway. She reported that her driveway is sloped towards the street so when snow is piled at the far end and starts to melt, it runs down the driveway towards the street.
- Vita Peterson wanted to know how maintenance vendors are selected.
- Dorothy Fuss (10316 Balsam) thanked Rose for her suggestion of installing Dusk to Dawn light sensor light bulbs. It is a good idea to create more light in the area for the safety of all. She suggests other homeowners look at that option.
- Danny & Julie Nelson (10392 Juniper) said their deck was stained with one coat but it looks to have disappeared. There is no visible stain on the deck boards.

Call for adjournment at 7:42 pm. Motion by Rose Gebo and second by Amy Dresch. Meeting adjourned.

Submitted by Lori Waltzer

Unapproved.