

## January 11 2021 RFL HOA Board Meeting Minutes

### Meeting Attendees:

Gregg Missbach President (2021)  
Bob Epp Vice President (2021)  
Bonnie Prushnok Treasurer (2022)  
Karen Ramon Secretary (2022)  
Sandy Jones Board-Member-At-Large (2023)  
Al Orendorff Property Manager  
Community Members: Moira Hill  
Sue Wintersteen  
Lew Collins  
Ann Marsh

- 1) 6:30 pm, Gregg called the meeting to order and made a motion to approve the December HOA minutes. Karen seconded. All agreed.
- 2) Gregg asked if anyone had anything to add to the agenda and no one offered any additions.
- 3) Al gave his Manager's report: To the end of December, expenses were running at \$68,223 against budget expenses of \$187,510. The roof bill at \$95,563.80 has not been paid. As of today, we only have \$64,358 in our checking account. If we take into account the roof expenses at \$95,563 and add the YTD expenses at \$68,223, we total \$163,786 minus the YTD projected expense at \$187,510. That results at 23,724 UNDER Budget. Unit 946 is carrying a balance of \$910.33 as of December 31, 2020. All other accounts have paid in full. Adaptive Software can set up separate email accounts for each board position. The set-up fee is \$100.00, and the monthly fee is \$36.00. We need 6 addresses (5 board members and admin). We can that set up within a week. The roofs on buildings 1,7 and 10 are now complete, and the work passed the City inspections. Regarding the rebuild of unit 979's deck, Kaufman bid \$8,834.00, complete with Trex deck boards and Cinch railing. The Trex material is guaranteed for 25 years against stain and fading. There is NO maintenance required for this material, however if you want to keep this looking new, it is recommended to spray the deck with water, then sprinkle Cascade powdered dishwasher soap on the deck and scrub it to clean the dirt accumulation off the surface.  
Violation Notice to unit 933 – Dog Doo pick up warning letter.

#### 4) Old/Ongoing Business

- Bonnie motioned replacement by Kaufman of Unit 979's deck with the Trex and Karen seconded the motion. All agreed
- Bonnie motioned that Karen head up a Roof Survey committee to develop a community survey suggesting several options related to replacing the remaining 12 roofs and a Special Assessment. Karen seconded the motion and all agreed.
- The Board members discussed possible time-lines for replacing the remaining roofs. They agree that getting the roofs completed in the next two or three years were possible scenarios.

- The Board agreed that the Special Assessment survey would be going to homeowners in the next month or two and a Special Assessment meeting would be potentially scheduled for April.

- Unit #985's ACC request to make changes to the patio area was approved however the request for the HOA to finance some of the improvements was denied.

- The current Bylaws statement about the Board consisting of six board members versus the current five was discussed. A previous attempt to address this issue was tried several years ago in a revision of the Bylaws however the new Bylaws were not fully approved. Al stated that he would send out a copy of that unapproved Bylaw and the issue was tabled.

- The HOA attorney advised against Board members using their personal emails for HOA business as during a legal dispute, everything in those email addresses is "discoverable". Al had Cynthia set up individual Board emails that can transfer to the next person that holds the office. The service is \$36 a month. The board all agreed to utilize the service and the emails.

#### 5) New Business:

- Dog waste has become a problem in the grass area between units 931 and 933, and also the grass area between units 913 and 915. Al stated that he would send violation notices to the dog owners next to those areas.

- There has been individuals parking on the road instead of in the guest parking spaces. This is a concern as the road is not wide enough for emergency vehicles when there are cars parked on the road. Al suggested that we can send a reminder about this in the next newsletter.

6) Sandy Jones advised that she is planning on moving from RFL possibly in May and would let the board know about resigning her board position when her plans are finalized.

7) Gregg asked for community input and none was offered.

8) 8:40pm Gregg adjourned the meeting.