

**Mission Hills Condo. Assoc.
Board of Directors
Meeting Minutes – June 19, 2019**

CALL TO ORDER:

Vicki – This is the June Board Business Meeting.

ATTENDANCE:

Vicki Buchheit – President
Joe Booth - Treasurer
Mike Vorel – Vice President

Jim Mateka – Ameri-Tech
Karen Browder – Ameri-Tech
John Prokopovich - Maintenance Supervisor

APPROVAL OF MINUTES FROM May 15th MEETING: Motion to accept the May 15th meeting minutes made by Mike; 2nd by Joe; none opposed; motion passed.

MAINTENANCE REPORT –

Roofing – John said that the 8 carports are done. Maintenance will be doing repairs on carports and will continue with carport roof replacements in the fall. There are 6 building roofs done and they will be working on getting 2 more finished.

Fire Inspection – The Fire Marshal came out to go over the inspection check list. We passed the re-inspection.

Trees – We had some trees removed. Also, ground down the stumps on the main boulevard and expect to continue with the removal of the stumps next year.

Rain – We have had a lot of rain and dug 6 ditches for better water flow also, a ditch around the shed, we went down 12 – 18” and water proofed the metal as well.

Laundry – The north and south laundry vents have been cleaned and we have installed a couple of new dryers in the north laundry.

Water Heaters – We are working on the 20 water heaters, we are putting a cover on the rafters over the water heaters to prevent the water from shorting them out.

Carports – We have a lot of welding that needs to be done on site. The carport stations and the trailer bed need to be done. A new member of the

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maintenance staff has a welding certificate so we will be able to do the welding in house.

Courtyards and Carports – Maintenance is in the process of trimming these areas.

The Phase 9 water heater got a new pump.

Vicki read a thank you letter to John from a resident.

Vicki said that the garbage could not wait all weekend until Monday and suggested that the maintenance crew work a half a day on Friday. **Joe made a motion to give the maintenance crew a half day off on Friday; 2nd by Mike; none opposed; motion passed.**

Finance Report: We are over budget.

Review of Delinquencies – The delinquencies were discussed line by line. **32D the vote of the Board members was read into these minutes, the motion was to reject the payment plan from the owner made by Vicki and was 2nd by Joe, Mike, Art and Kay. 21F a motion was made by Joe to file lien; 2nd by Mike; none opposed; motion passed.**

Old Business –

Letter – Unleashed dog on Feather – Ameri-Tech sent a letter to the owner.

Letter – Roommate & Dog on MHB – Ameri-Tech sent letter to the owner. The owner was given paperwork for the roommate.

Motorcycles – Only two owners have come in to the office to update their registration. A note is going into the Post giving them to the end of July to comply.

Compliance Committee – No update.

Color Group – Vicki said that as stated at the May meeting, we will table the color group until we are ready to go forward with the painting project.

4D – Vicki discussed the termite problem in 4D. The source is the kitchen cabinet and the owner was notified in September 2018, but did nothing. His tenant brought the problem to his attention again and he has tried to put it on us. He has been notified that he bought at tax sale and therefore bought as is. The problem and solution is his responsibility. Included in that notice was a warning

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that it would be a lot less expensive to deal with the small area than it will be if the infestation spreads to the rest of the building and he has to pay that bill for extermination.

New Business –

Review updated Patio Request Form – The new patio request form was reviewed and discussed at length. **Motion made to approve the new form with revisions was made by Mike; 2nd by Joe; none opposed; motion passed.**

HVAC – Vicki presented a form to be given to the owner for installing a new HVAC system for review by the Board. The form was discussed. The board also discussed the A/C maintenance agreement for the clubhouse. Vicki will ask Paradise for new pricing on twice a year maintenance and a multi-year agreement.

Application – We have one application from a resident to be on the Board. She has just joined the Finance Committee. The Board has agreed to meet with her.

Sewer problem – Discussed a letter from one of our residents. John will be asked to snake the lateral line outside.

Motion to adjourn was made by Joe; 2nd by Mike; none opposed; motion passed.

Open Discussion:

Resident question - When did the association decide to start charging for trimming of bushes if the owner did not or could not do so themselves. Vicki said that it was tabled until we could get more information from John.

Resident complaint regarding HVAC and Maintenance, lengthy discussion went on.

Joanne asked how the community website is coming. Slowly, there is a new person working on it.

Vicki said that the new amendments will need to be put in the documents binder in the office.

Meeting was adjourned.