

## GREEN MEADOWS NORTH TOWNHOMES OWNER ASSOCIATION

### BOARD MEETING MINUTES

September 30, 2019

#### 1. Call to Order -6:00 PM

Barb Sutton, President	6517 Cheslie Court	<a href="mailto:Sutton2924@msn.com">Sutton2924@msn.com</a>
Ted Lockwood, Vice President	6532 Cheslie Court	<a href="mailto:tedlock1940@gmail.com">tedlock1940@gmail.com</a>
Denny Johnson, Treasurer	6524 Barton Court	<a href="mailto:dennydebbie@msn.com">dennydebbie@msn.com</a>
Duane Grafft, Secretary	8833 Denton Place	<a href="mailto:dgraftt@q.com">dgraftt@q.com</a>
Susan Johnson, At-Large Director	8832 Oxley Place	<a href="mailto:syj1969@aol.com">syj1969@aol.com</a>

Lisa Logsdon, Association Manager      **515/446-2240** (Emergency: 515/360-4293)

Dale Logsdon, Maintenance Manager

Absent: Karilynne Lenning                      6529 Barton Court      [lenning6028@msn.com](mailto:lenning6028@msn.com)

Homeowners present: Mary Higgins, Jack Gooding

#### 2. Homeowner Concerns/Issues:

- a. 6521 Barton Ct - Report from Anchored Walls and Smith Sewer about basement floor water puddles as viewed in submitted photographs. Dry sump pump/no water. Interior drain tile estimated cost to be \$6,670.00. Lengthy discussion about situation. Lisa to email 6517 & 6525 Barton Ct to determine if any basement water problems with those adjoining units. Exterior sod replacement will be completed by Stone Creek Landscape & Irrigation as the weather permits. Damaged spots dug out, leveled off and properly replaced with sod.
- b. 8825 Denton Pl – Mary Higgins updated the Board on the finished basement water damage due to an irrigation valve malfunction. Her request is for \$500 for drywall repair and replacement. The crack in the foundation has been sealed at Assn expense. Lengthy discussion. Ted Lockwood made a motion not to pay for this interior repair expense, seconded by Duane Grafft. 3 yea vs 1 nay vote. Motion passed.
- c. 8848 Oxley Pl – A visitor fell at the end of the driveway-sidewalk. Discussion. Lisa will get a cost estimate from concrete contractor to correct this problem. Denny Johnson made a motion to have this problem area corrected as soon as possible which was seconded by Barb Sutton. 3 yea vs 1 nay vote. Motion passed.
- d. 6521 Cheslie Ct – Barb Sutton submitted an Architectural Variance Request form from new resident concerning a radon mitigation vent installation due to a radon inspection.

Discussion. Ted Lockwood made a motion to allow mitigation vent construction which was seconded by Denny Johnson. 3 yea vs 1 nay vote. Motion carried.

3. **Review/Approval of August Meeting Minutes:** Denny Johnson made a motion to approve the August meeting minutes as submitted. Seconded by Duane Grafft. Motion passed unanimously. Duane Grafft reviewed the process instituted in 2018 for the draft meeting minutes to be written up and submitted as soon as possible so the Assn residents had access to the minutes.

4. **Financials:**

- a. August financials – Review and discussion. Barb Sutton made a motion to approve the August financials which was seconded by Denny Johnson. Motion approved unanimously.
- b. 2020 Budget – Comparison discussion between Denny Johnson's and Lisa Logsdon's proposed 2020 budgets. Denny Johnson discussed his attendance at the Area Assn Management monthly meeting held the 2<sup>nd</sup> Tuesday of the month at the Urbandale Library.

5. **Committees:**

- a. Architecture – Nothing to report.
- b. Finance – 2 signatures by Board members on Corporate Resolution required by Collins Community Credit Union on CD purchase.
- c. Landscape – Extensive detailed written report submitted to the Board of landscaping needs for the Assn. Items prioritized into 4 major groups. Extensive discussion of needs versus money available. Priority One projects include 4 replacement tree plantings. Denny Johnson made a motion to allow \$5,000.00 from the contingency reserve account to be used for as many items as possible to be completed in the Priority One group yet this year. Barb Sutton seconded the motion. Vote 3 yea vs 1 nay. Motion passed.

6. **Old Business:** Next unit for gutter installation is the final Eastern 4-plex on Bromley Pl.

Discussion with their work being done well so far. Screw holes for previous downspout hangers have not been caulked. Duane Grafft indicated a discussion with the gutter manager. He only has gray caulk which will not match our white trim. He is willing to caulk if supplied with white caulk. Dale Logsdon will get him some white caulk.

7. **New Business:**

- a. Leaf build up on new gutters and in roof valleys – Naturally occurring. Winds will help blow both areas clean. Some Fall cleaning may be needed as necessary but not seen as a major problem.
- b. 8629 Bromley Pl – AC unit installation overlapping onto the driveway. Duane Grafft explained situation as it had occurred. Midland units along Lyndhurst Ave. have a recognized very small space between driveways. The Board has previously alerted residents in the Midland units that replacement AC units MUST sit side-by-side versus any offset location. This replacement unit does sit side-by-side BUT it sits 2 inches onto the driveway. It is very likely a snowblade on a truck could catch the unit either pulling it away from or pushed into the siding. Replacement units are being sold in larger sizes making it difficult to “fit” them in

- the space available. Smaller fiberglass pads would help lessen the issue. Duane recommended a singular 3” diameter post (like those used for wire fencing) be placed into the driveway at the SW corner of the AC unit to act like ballister post seen at truck loading docks. This would not prevent a snow blade hit but would be a constant reminder to snow removal personnel. Extensive discussion why no Architectural Variance Request form, why not require neighboring AC unit move so the 2 units would fit the space available, etc. . Duane Grafft made a motion to install a 3” diameter post into the driveway at the AC unit corner. Barb Sutton seconded the motion. Vote was 2 yea vs 2 nay. Motion denied. Duane Grafft advised the Assn Manager he would pay the cost of material and labor for this post’s installation.
- c. Discussion about having annual professionally inspections of Assn building foundations. Cost and availability of engineers to do the inspections, inside and outside, discussed. Board to think about this question and discuss again.
  - d. The Johnston Public Library is NOT available for our annual Assn meeting in November. Discussion. Denny Johnson will contact Price Chopper in Johnston to see if we could use their upstairs meeting room.
  - e. Denny Johnson advised the Board that Karilynne Lenning has resigned from the Board due to illness of a relative. Discussion. Duane Grafft will resume the Secretary position. Denny Johnson moved to nominate Susan Johnson to be the At-Large Director which was seconded by Barb Sutton. Motion passed unanimously.
  - f. 2020 Snow Removal Contractors – The Board reviewed 3 bids submitted for 2020 Snow Removal. Discussion. Ms & J Services-Grimes submitted the low bid. Duane Grafft made a motion to select Ms & J Services-Grimes as the 2020 Snow Removal Contractor. Barb Sutton seconded the motion. Motion passed unanimously.
8. **Next Meeting will be Monday, October 28, 2019, 6:00 PM, at the HOA Management Solutions office (2183 NW 86<sup>th</sup> St., Suite A, Clive, IA 50325)**
9. Adjournment at 8:20 PM.

### **Addendum to Meeting Minutes**

**Correct legal name:** Green Meadow North Townhomes Owners Association

**Association website:** [www.gmntownhomes.com](http://www.gmntownhomes.com)

**HOA Management Solutions:** Lisa Logsdon, 515/446-2240 Emergency 515/360-4293

[lisa.hoamanagement@outlook.com](mailto:lisa.hoamanagement@outlook.com)

**ALL Homeowners:** You are reminded to call Lisa Logsdon, 515/446-2240 if you are making any exterior changes (including satellite dishes or AC units) to your unit PRIOR to making any changes. Lisa will advise homeowners if Johnston city permits are required, when to call the power company, how to get satellite dishes installed on the roofs, etc. Emails of Variance Request forms with drawings are necessary when the Assn is considering exterior changes such as decks, awnings and landscape requests. Variance request forms must be received by the Property Manager by the 20th of the month for current month consideration.

### Experienced Vendors

**Deck Repair:** Pro Paint 515-991-5767 [www.propaintcompany.com](http://www.propaintcompany.com),

**Mid Iowa Painting & Deck** Terry Howard 515/202-8738

**Landscaping:** Reliable Property Services Grimes office 952/888-0222

**Air Free Duct & Furnace cleaning:** Tom Wengert, Grimes office 515/986-3424

**Siding Cleaning:** Pro Paint 515-991-5767 [www.propaintcompany.com](http://www.propaintcompany.com), John Bundine 515/541-9311 or 515/650-9400

**Satellite Center:** Sam Smith 515/221-2222

**Garage Door service:** Todd Brodie, cell 515/491-0755 or office 515/288-9227

**Hauling Junk/Moving:** College Hunks Kyle Lynch 515/619-5486

**Grimes Hazardous Waste Site:** 41055 E. Beisser Dr. Only open 2nd Saturday of the month from 8 AM until Noon

**Iowa Outdoor Products:** 3200 86th St.-brick chips/medium river rock-515/277-6242

**Pro Paint:** 515-991-5767 [www.propaintcompany.com](http://www.propaintcompany.com) Deck Staining, Indoor Painting, Siding cleaning

**Larry's Windows:** Window cleaning 515/244-0560

**Construction repairs:** Terry Howard 515/202-8738

### **Do's and Don'ts**

#### **Do:**

Attend GMN Community Breakfasts to socialize with your neighbors.

1st Saturday of the Month: 9:00 am HyVee

3rd Saturday of the Month: 9:00 am (new location needed)

#### **Don't:**

Lava rock is not an acceptable product/Use brick chips.

No wood mulch near foundations.

Only brick chips or medium sized river rock can be used under wood decks.

Keep grills away from siding as it will warp-melt the siding.

No charcoal grills on wood decks.