



Meeting Minutes
January 14, 2019

BOARD MEMBERS PRESENT: John Andesilich, President
Kathy Juergens, Secretary
Curtis Litchfield, Treasurer

GUESTS: Greg Phillips, AMC Management

LOCATION: Wentzville City Hall

OTHERS: 4 households were represented

I. Call to Order, Approval of Meeting Minutes and Financial Report

John Andesilich called the meeting to order at 7:00 p.m.

A. Approval of the November 18, 2018 Meeting Minutes

The minutes were unanimously approved.

B. Financial Report

- Reserve account – Money Market \$32,755; CVTO reserve account \$1,532.
- CD - \$50,000 matures June 2019.
- CVTO operating account – \$7,438.
- Additional \$20 monthly assessment dedicated for reserve account - \$15,681 as of December 31, 2018.

II. Unfinished Business

A. Amendments recorded and mailed to all owners

The four amendments have been recorded with the County and mailed to owners. Two amendments restrict rental units, one allows a privacy barrier between units and the fourth amendment was necessary to correct typing errors made by McBride concerning units 151, 149, and 147.

B. Resolution for front doors and garage doors

A resolution was signed adopting the official color for all front doors (Sherman Williams Country Squire) and requiring that all garage doors be comprised of white, solid panels (no windows allowed).

C. Discussion of Architectural Committee Recommendations

The Architectural Committee is compiling a list of approved front doors and storm doors.

D. Recommendation for holiday decorations

Discussed passing a resolution that all Christmas holiday decorations must be removed by January 31. No action was taken.

E. Patio doors

Discussed prohibiting French doors being installed to replace sliding patio doors as installed by builder. No action taken.

F. Action in regard to 203 Homeshire Circle - garage door with windows

After passing the above resolution for front doors and garage doors, no action will be taken to require the owner to replace the window panel with a plain panel. The resolution was not in effect at the time the door was installed.

G. Action regarding 207 Homeshire Circle French doors

No action taken. No prohibition at time doors were installed.

H. Resolution to define commercial vehicles

Discussed creating a definition of “commercial vehicle” as it applies to Article 12.7 of the Declaration of Homeshire Condominium. No action taken.

I. Satellite Cleanup Program – moved to new business

J. Internet domain/website proposal – moved to new business

K. Proposed capital projects for 2019, 2010, and 2021

Postponed until the March meeting. A homeowners’ survey was mailed January 8, 2019 to get input from owners on projects they would like the Board to consider.

L. Improvements to the path to Founders Park

A woodchip path has been completed from the end of the sidewalk into the park.

M. Minor repairs to limited common elements – moved to new business

N. Missing payments, liens, and property sales information

A few owners had made payments via Smith’s website that were not properly credited to their accounts for the first quarter of 2018. Further discussion to take place in Executive Session to audit records.

O. Patio slab at 217

A letter was sent to the owner and property manager on December 20, 2018. No response has been received. No further action at this time.

P. There was a discussion regarding the condition of the fence and debris stored on the patio at unit 108. No action taken.

III. New Business

A. Hiring of property manager

The Board met in Executive Session December 27, 2018 with prospective new Property Manager Greg Phillips with AMC Management. Following the interview and meeting,

the Board unanimously voted to have Greg prepare an agreement to provide administrative duties as directed by the Board, to be voted on and signed at the January Board Meeting. AMC will receive \$585/month for the service. City & Village Tax Office will continue handling the monthly assessments and financials. A motion was made and unanimously approved to enter into a one-year contract with AMC Management as defined in the agreement. John, as President, signed AMC's contract.

B. Wentzville recycling changes

The new restrictions were discussed. No glass, mixed paper or cardboard will be accepted. The only acceptable items are aluminum, tin and steel cans and plastics #1, 2, 3, 5 & 7.

C. Dog clean-up issues

There has been a complaint of an ongoing problem with dog poop all along the sidewalk on Homeshire Circle and on driveways. Discussed City ordinance and pet regulations within Homeshire Declarations. Discussed possible culprit. Discussed sending out another reminder letter to all owners advising them of the pet regulations. Discussed taking a picture and submitting it to the Board and/or Police Department. No further action taken at this time.

D. A/C maintenance

A homeowner reported that the landscapers damaged her A/C unit with their weedwhacker. John asked Natural Lawn & Landscape to examine the damage. It was determined that the damage could have been done by any of the previous companies that have provided lawn service. John has contacted a HVAC company to provide a quote to level out the slabs and check out the units. The information will be given to owners and they can contact the company if they are interested.

E. Satellite Clean-up Program

Satellite dish mounting plates have been installed on all the building rooftops. A few owners of units which recently received new roofs have installed satellite dishes in locations other than on the mounting plates. These owners will be notified to relocate the dish to the plate at their own expense. The Board will have the roof repaired at the owner's expense. A notice will be given to residents of buildings which do not have a new roof to find out if they are using their satellite dish and if so, who the provider is. The Association will remove the dish and repair the roof at no cost to the owner. It will be the owner's responsibility to have the dish remounted on the provided mounting plate. Kathy stated that Unit 212 had the roof replaced; however, the dish was improperly remounted. There had been some email correspondence with the owner regarding this, and Kathy will forward it to John and Greg. Greg will investigate the matter further.

F. Website Development

AMC will be developing a website for Homeshire. Content to include Declarations, meeting minutes, contact information, announcements, Resolutions, Resident Handbook, etc.

G. Minor Repairs to Limited Common Elements

Discussed who is responsible for the repair/replacement of mailboxes. In the past, the Association replaced/repairs mailboxes. Discussed possible styles of mailboxes and having requests go through the Architectural Review Committee, passing a resolution

stating that mailboxes must be replaced with the same type of mailbox. Also discussed difficulty in finding replacement parts for the address plate hangers. One of the brackets for the address plate at 217 has been broken for several months. Curtis stated that he has tried to find a similar bracket but has not been able to locate anything. Discussed removing the address plates as the numbers are mounted above the garages.

It was agreed that mailboxes are a limited common element, for the benefit of an individual unit, and that owners are responsible for the maintenance of their mailbox. Greg indicated that AMC's maintenance department would repair the mailbox if requested by the owner and will bill the owner directly. The maintenance matrix will be updated to reflect this.

H. FHA re-certification process

Greg will be handling the re-certification. He has contacted a law firm to provide the service.

I. Reliance Bank signature cards and new ownership

The Board signed new signature cards to add Curtis' name. John stated that Reliance Bank will be changing their name to Simmons Bank in March.

J. Rooftop dryer vents

Some of the dryer vents are located at the top of the roof instead of on the side wall of the buildings. AMC will prepare a list of units that do have dryer vents on the roof.

K. Questions from Bill Thomson

Bill asked if the dead tree in the right of way, (area between sidewalk and street), will be replaced. Kathy stated that the City prohibits planting of trees within the right of way. The trees that were removed in the back of the property will not be replaced.

Discussed patio slabs that have shifted away from the foundation. It was determined that patios are a limited common element and they would be the owner's responsibility.

IV Open Forum

There was a question as to whether security cameras are allowed. The Board had no objection.

IV. Adjournment – the meeting adjourned at 8:15 p.m.