

Homeshire Condominium Association
Meeting Minutes
January 17, 2017

Call to Order

The meeting was called to order at 7:00 p.m. In attendance were Board President John Andesilich, Board Secretary Kathy Juergens, Board Treasurer Lauren Ukman, DNI Property Manager Michelle Begnaud, Ward 3 Alderman Matt Swanson, and Mike Mainieri Liaison Officer with the Wentzville Police Department. There was also two homeowners present and one tenant.

Approval of November 9, 2016 Meeting Minutes and December 31, 2016 Executive Session Meeting Minutes

The November 9, 2016 meeting minutes and the December 31, 2016 executive session minutes were approved as written.

Financial Update

Michelle provided an update on the Association's financials. She reported that postage and printing went over budget slightly which was due to a new Board increasing communication. Roof repair replacement was over budget due to recent wind damage. Building maintenance also went over budget as well due to the new Board addressing some long overdue maintenance. Overall, we were \$1,200 over budget for the year. John reported that the Board transferred some money to the Reserve account last year because the money market account was only earning 0.3%. The Board will follow interest rates this year so the money can be transferred to a CD. Michelle pointed out that two CD's will mature this year, one in June and August. John stated he would like to stagger them so they become due in different years.

Old Business

Status of Garage Door Trim Project

The project was briefly summarized. Several units had the trim board replaced with vinyl and the remaining units were to be painted along with the trim board around the front doors. The painting contractor was not able to complete all of the painting because he was involved in a fatal car accident. Another painter has been hired to complete the work and his bid is lower than the previous painting bid. The painter is expected to begin the last week in January, weather permitting. In addition to the trim board being painted, the shutters will also be painted. The Board has acquired Workman's Compensation insurance so the Board can employ small, independent contractors in order to obtain the best quotes for work. For larger projects, the Board will hire a larger company for heavy work.

Status of Storm Sewer Repairs

There were several catch basins located throughout the community where the soil had eroded away. This was reported to the City and they have filled in the areas with dirt. A homeowner present stated the catch basin behind him could use some more dirt and Matt Swanson made of note of his address and stated he would have the City take care of it.

Lawn Care Provider

The Board has been very dissatisfied with the previous lawn service, Archway. After receiving three bids, the Board signed a one-year contract with Natural Lawn and Landscape for lawn service as well as snow removal. John has personally seen their work and feels they will be

able to improve the appearance of the property. When asked about bare spots, John stated that the Board will address this with Natural Lawn and Landscape.

Pest Control

The Board received bids from Terminix and Pest Shield. Terminix's Sentricon system is a baiting system whereby the termites eat the bait and carry it back to the nest where it kills the whole colony. It is a much better system than the monitoring system used by other companies. Price-wise it is very comparable to Rottler. In response to John's question, Michelle stated that Rottler did provide an inspection report and she will e-mail it to the Board.

Concrete Driveway Repair

The buckled driveway at 148 Homeshire Drive has been repaired. The Board was unsuccessful in finding out who replaced the curb. ACT Concrete completed the repair and indicated that when the curb was replaced, an expansion joint was not put in and that is what caused the driveway to buckle.

Status of Letter to Heirs of Terry Lincoln

The painter who was fatally injured in a car accident, had actually been paid a little more than the amount of work he completed. The Board sent a letter to his heirs to let them know that they were not going to collect the overpayment, however, the letter was returned as no one picked it up.

Status of Gutter and Downspout Cleaning

Cracks & Crevices has completed cleaning all the gutters and downspouts. '

Trash Cans

Several residents are leaving their trash cans sit out on the driveway all the time. John had spoken to a few residents and they have been very cooperative. There are fewer trash cans being left out but there are still a few that are continually left out. The Board will be printing door hangers informing residents that they are in violation of the Bylaws. If they still continue to leave their trash cans out, they will be fined.

There is also an ongoing problem with pet owners not picking up after their pets. Matt Swanson stated the city does have an ordinance regarding that and the city can help address the problem. It was decided that this problem could be addressed with the Lawn Committee.

Status of Amendments for Fences and Limitation of Rental Units

John stated the Board received a request from a homeowner that wanted to install a partial vinyl fence in the backyard between his unit and his neighbor's. The Board was in favor of allowing it; however, the Bylaws forbid it. Upon further investigation, it was discovered that several residents have already installed some kind of fencing or shrubbery. The Board would like to pursue an amendment to the Bylaws to allow this. The Board will define what is acceptable as far as materials and height allowed. The Architectural Committee can oversee the process and help set up a standard.

The Board is also seeking an amendment to limit the number of rental units. These two proposed amendments will be mailed out at the same time. One of the requirements for FHA certification is based on the number of rental units throughout the community. The Board is not in favor of an investor purchasing multiple units for the sole purpose of renting them out. In order to maintain FHA certification, the number of rentals needs to be 50% or less. The Board currently does not have a certain percentage in mind. A homeowner present suggested limiting rentals to one per building, which works out to be 19 rental units which would be 28%. Current rentals will be grandfathered in but any unit sales in the future would be required to owner-occupied. The Board will discuss this further with the Association's attorney when developing the amendment.

Garage Door with Windows

No changes are to be made to the exterior buildings without Board approval, however, at some point the unit at 203 installed a new garage door with windows on the top panel. This is something that the Architectural Review Committee can look into. It was suggested that if the condo is ever sold, the owner would be required to replace the garage door. Further discussion was postponed for now.

Tree Trimming

The Board recently surveyed the property. There are numerous trees along the south border that need attention. A tree company will be hired to complete a comprehensive survey of all the trees and to make recommendations.

Siding Repairs

There is some minor siding damage noted throughout the community. The Board will conduct a thorough survey this spring and have it all replaced at one time.

Drainage Issue for Building 6 (136-142 Homeshire Drive)

The Board has an engineering report identifying the possible cause including a remedy. Natural Lawn and Landscape submitted a bid for the drainage work that the engineer recommended. However, in a recent walk-thru the Board identified numerous other drainage concerns. Therefore, the scope of work will be increased to include work throughout the community. The homeowner at 136 was present and stated there is a crack in the inside of her condo that also needs to be repaired. The Board indicated that the drainage work should be completed before the interior work.

New Business

Formation of Lawn and Grounds Committee and Architectural Review Committee

The Board wants to establish a lawn committee as well as an architectural review committee. The committee members will be comprised of a Board member and interested homeowners. These committees will not replace the Board, but will be an extension of the Board.

Lawn and Grounds Committee - The Board would like to encourage homeowner involvement in the care of the property. The Board values the input of the homeowners and wants to work together to improve the property. The Board is open to suggestions on ways to encourage residents to take care of their property. The Board is also considering building a monument sign at the entrance to the property and suggested that there be a design competition with some type of a prize being awarded for the winning design.

Architectural Review Committee – This committee will review any requests asking for exterior changes to a particular unit. Requests include, but are not limited to, changes in landscaping to the front yard, patio doors being replaced with French doors, front doors being replaced with a different style, painting front doors a different color, installation of storm doors, retractable awnings, privacy fences, etc. Several of these changes have occurred through the community and they were made without Board approval. Since the Board may have differing opinions on what is attractive or allowable, the formation of an Architectural Review committee will provide a good blend of ideas and hopefully a consensus can be reached that is in compliance with the Bylaws. If any alterations are made that have not been approved, the Board can force the homeowner to abide by the Bylaws.

The Board intends to develop a Rules and Regulations handbook based on a combination of the By-Laws and Resolutions passed by the Board. The handbook can be updated routinely and everyone will receive a copy.

Open Forum

A homeowner present inquired about the semi-truck parking in the driveway. Matt Swanson stated the homeowner was provided with information on how to seek a parking variance to allow him to legally park on Oakley. So far, the homeowner has not done anything. If the semi is parked on Oakley, he suggested calling the Police Department and they will write him a ticket. He cannot park the semi in his driveway because it is against the weight restrictions of the Homeshire Declarations. Blocking the sidewalk is a violation of city code as is parking on the street as it becomes a hazard for emergency vehicles. The owner knows what he needs to do but the city has not heard from him. He does not want to pay to park his vehicle properly. The Police cannot enforce association Declarations, and they can only issue tickets if the semi is parked on the street between the hours of 6 p.m. to 6 a.m. Officer Mainieri stated the semi must be parked within 18 inches of the curb, parallel to the curb, it cannot block the sidewalk, and it cannot be within 20 feet of an intersection.

Previous Homeshire Board Members Boards, neglected to establish a fine schedule so the current Board recently established a schedule. A written warning is to be issued first that allows the offender 10 days to correct the violation. Thereafter, a \$50 assessment will be enacted, followed by a second violation of \$75, and a third violation of \$100 will be assessed. If the violation continues over 10 days, the offender will be subject to additional fines. Homeowners are responsible for any violation caused by members of their families, guests, lessees, residents, roommates, pets or employees.

Officer Mike Mainieri presented the following statistics from September 1 through December 31 for the Homeshire neighborhood:

- 1) One burglar alarm.
- 2) Three calls for animal at large.
- 3) Two calls for animal complaints.
- 4) Three calls for civil standby.
- 5) Two calls for derelict vehicles.
- 6) Twenty-three logged patrols in the neighborhood.
- 7) One call for fire – smoke alarm only.
- 8) One call for fraud.
- 9) One call for phone harassment.
- 10) One miscellaneous ordinance violation.
- 11) Thirteen open doors (open garage doors).
- 12) One sex offense (determined to be unfounded).
- 13) Five reported parking violations.
- 14) One stealing report (rear license plate).
- 15) Three calls for suspicious circumstances.
- 16) One assigned traffic detail.

Geographically Homeshire is in the largest sector in Wentzville, Zone E. This Zone encompasses the entire south side of Highway 70 in Wentzville from exit 212 to South Point Prairie Road. The Police Department is currently re-evaluating the sectors so Homeshire's zone may possibly change.

Officer Mainieri also stated that the city has hired an additional full-time code enforcement officer and a third seasonal person.

Officer Mainieri mentioned the benefits of forming a Neighborhood Watch Program. The program requires 50% participation from residents. However, we can form an unofficial neighborhood watch program. The Police Department can provide training on what to look for, how to be a good witness, etc. He also provided some tips for keeping cars locked and

valuables out of site and suggested keeping a log of serial numbers for TVs, computers, DVD players, laptops, etc. because if one of those items would be stolen, the Police can enter the serial number in their crime database and they would be notified if that particular item is sold at a pawn shop. He also stated they can provide a vacation check service if requested.

Adjournment – The meeting adjourned at 8:35 p.m.