

**Meadow Creek Homeowners Association**  
**Board Meeting Minutes**  
**April 1<sup>st</sup>, 2019**  
**Teleconference**  
**4:30 p.m.**

**Board Members Present:**

Heather Price	Domini Zopf
Will Lewis	Dona Stevers
Sara Newsam	

**Owners Present:**

Blake Douglas

**Management Present:**

Steve MacDonald  
Abel Vega

**Meeting Call to Order at 4:35PM**

**Approval of Last Meeting Minutes**

Donna motioned to approve the last meeting minutes for the 01.07.19 board meeting. Sara seconded the motion. All were in favor.

**Financials**

Steve spoke to the financials; the association has \$212,978.13 in total cash available. This is based on nine months of income for seven months of expenses and this number will go down accordingly. The capital improvement account is currently at \$163,468.83. Landscaping is similar to last year. Water and sewer increased this year and will continue to increase. Over all, the items look positive.

**Old Business/New Business**

- VMC notified the board of a recent mold issue that was mitigated by the owners of F4. The listing agent for F4 had notified the two neighboring units of the issue found in the unit. Both F3 & F5 contacted VMC for direction. VMC has asked Leading Edge Technologies to inspect and provide a bid for F3 & F5. Once VMC receives the scope of work and bid, they will present it to the board for review.
- Through the winter it was noted that M3 has a shortened carport which causes their vehicles to protrude into the parking area in front of their unit. This makes it difficult to remove ice and snow by their front door. It was also noted that ice sticks to the partition wall between M2 & M3 which can cause possible leaks. VMC has recommended adding metal sheeting to part of the partition wall and part of the lower roof area to stop snow and ice build up in this area. It would also allow this area to shed snow and ice to melt down to the pavement. The board would also like all colors for materials to match existing color ways. Donna would like to implement these types of fixes to problem areas to assess if they are effective. The owners of M3 need to be included in the analysis. Will and Domini are neighbors and need to be included in the design review with the owner of M3.

## **Maintenance**

### **Snow Removal**

This was the most snow we have received since 1998. For seasons like these, a loader or bobcat should be scheduled earlier in the year, especially near A & H-buildings. Shovelers should also be onsite sooner to help clear carports instead of back dragging with a plow. New drainage work might help fix some of the issues we've seen around property with snow and ice. Heather requested new snow removal bids for next year understanding they might need to increase their budget as Hollywood Services was the least expensive.

### **Drainage**

Justin Yarnell, a drainage engineer, was onsite last week. Justin has provided two proposals; The first proposal is for the problem area by H-building, and the second proposal is a schematic-level drainage master plan for the entire complex. Both proposals would be needed to complete all drainage issues throughout the project. Steve and Heather agreed that repairing one area of concern to see if it is effective and then repairing the other areas over a period of time would be best. Justin, VMC & the Heather discussed the possibility of the gutters running down into the ground instead of into the parking area. The board will take the upcoming week to review the proposals before making a vote. Steve clarified that the proposal will be providing the design drawings and then VMC and the association would use the drawing to acquire bids based on Justin's design.

**Next meeting will TBD.**

**Meeting adjourned at 5:45pm.**