

Forest Park HRA Annual Meeting
November 27, 2018 6:30 pm

Roll Call and Quorum

- Determination of Quorum—6 proxies + 21 homes present + 27 homes. Quorum is 17 people for 163 homes, so a quorum was met.

Ratification of 2017 minutes

- A motion and a second motion were made, all those present were in favor to approve 2017 annual meeting minutes.

Officer Reports

Communications:

Vice President, Sarah North reported. We have had a full year with the new website and things are going well. Sarah keeps up with communicating upcoming events through the website. Highlights--you can always find minutes from the monthly board meetings on the website. The members-only section is live now on the website so you can view the documents only for residents, which includes the directory. This is locked from sharing, printing, and copying. We're not allowed to distribute directories by law. But, if a resident would like a printed form, they can email the board through the website and we'll print a copy and get it to you. Sarah asked residents if there is anything more they'd like to see on the website, are we sending too many emails or not enough? Feedback is always welcome. A resident reported that the website is great. A resident asked how much we're advertising to residents to sign up on the directory. There are only 50 residents signed up so far. We can have a booth at events like 4th of July, which many residents attend, to encourage more people to get on the list for the online directory. Sarah reported that there is an option for you to select the information you want to be shared on the directory. One resident asked if we could have block representatives again to help get the word out and get everyone on the directory. Sarah can put a sign-up for block reps on the website for those that are interested to go door-to-door on their street. If you have not signed up for the email list, see Sarah tonight or write it on the sign-in sheet.

Pool:

Director, Jeremy Fix reported. We retiled the bathrooms at the pool. The Forest Park swim team bought new umbrellas for the pool. The board replaced the lifeguard chairs as they were breaking down and unsafe for our lifeguards. We had also replaced the lawn chairs over the past two years. Next year, there are not really any upgrades planned. At some point, we may have to replace the hot water heater—it's about 10 years old. We have reserve money in case we need to, but otherwise this year will just be a recovery year with typical maintenance costs. A resident asked for Jeremy to elaborate on what is included in "incidentals" as noted on the proposed budget. He noted an example of incidentals is chlorine tablets and the valves we replaced. A resident asked whether the awning/canopy will be used that has been sitting in the yard. The awning broke off of the post. The frame is solid, but the post needs to be rebuilt. We got a quote, but so far no one is willing to weld the post to the frame where it was sheared off by the wind. We could look at relocating it somewhere else in the pool area. A resident asked

about the issue that occurred with the resident's home near the pool. There was a problem with the backflush from the pool that started dumping into the yard like a geyser. This was after the resident had some sewer work done, so we think the pool backflush drain may have been damaged. We are planning to reroute the drain for our back flush out into the street. A resident asked about a fee for that. It should be very cheap—under \$100. It would cost thousands to trench the front yard and reroute the pipe underground. The company that did the work for the homeowner wasn't willing to pay for damages because the drain wasn't on any map or documents from the county when they looked up underground features. A resident asked about how much money we have in the reserve account and if we have one for the pool for these expenses. Board president, Nate Christensen, responded that we have about \$50,000 in our reserve account. The Forest Park HRA bylaws indicate how much money we should keep in reserves, so the board is cognizant of that. There is no long-term formal plan for pool maintenance that is written up.

Beautification:

Director, Leslie Hakze reported. A resident asked about how much money we have for beautification. We don't have a budget for beautification, just a maintenance budget. So, we may not have the funds to decorate and plant flowers around our new signs at the Dry Creek entrances. The money we have is used mainly for tree trimming, mowing, and weed killing. We don't have water or electricity around where the new signs will be, so we won't be able to do anything elaborate with flowers or lights.

Social Events:

Director, Sherry Serna reported. The two main neighborhood events are the 4th of July Parade and Party and Oktoberfest. The board provides food and drink at these events for homeowners. The board is always trying to expand neighborhood events to allow for more opportunities to get together as residents. We had planned to hold a Trunk or Treat event for Halloween, but the weather put a damper on those plans so we had to cancel. We would love to have more events planned that are unofficial/not sponsored by the board. If anyone has ideas, we can help plan and advertise for other events. The trouble is always getting people to volunteer to help. One resident talked about other neighborhood hosting dinner at the pool every week. Charge a small fee for the dinner and the money goes into the pool fund. Another neighborhood does a food truck at the pool one night a week in the summer to get families to come together. Other events we have organized include the dog swim event at the end of the pool season, ice cream social in the spring, and the turkey trot on Thanksgiving. Let the board know your ideas for events and we'll help to organize.

Financial:

Treasurer, Neal Carter reported on the updates we've made with paying dues. We thought it was important to give residents an option to pay dues online as this was repeatedly requested. Neal reviewed the expenses as outlined on the budget for accounting. Past cost was \$5,778 and now our annual cost is only \$350. The board was able to save a significant cost switching our accounting to the online system through QuickBooks. Board president, Nate Christensen reported on the use of QuickBooks. Board members can all log in and view accounts if residents

ever have any questions. QuickBooks has also helped us to save costs by allowing us to email invoices instead of mailing them with postage, which saves on paper and postage costs. If residents would like to sign up for email bills, they can email Nate through the website and he'll get you on the list. You can pay online through your bank account, without fees. It won't let you do a credit card online because of the fees that would be charged to the board, but you can pay electronically through your own bank account. The board feels this system is sustainable, so if any board member leaves the board, the system will work seamlessly for anyone taking over a board position. Nate talked about how this was a big emphasis from the board, to set up systems and processes so nothing is dependent on one person. A resident asked who is the enforcer for outstanding dues. Nate said he is currently, but QuickBooks helps a lot. A resident asked what happens if an email system goes down or a forwarding address is wrong. QuickBooks will alert Nate right away that an email or address is incorrect. So, he will send that out through the mail with a note to update the information that was incorrect. 55 of the homes are getting electronic invoices at this time. Jeremy reminded everyone that the old P.O. Box address is gone--we have the mailbox at the pool. So, if you don't want to mail the check, you can drop it in the box by the pool.

Ratification of the Budget

Board president, Nate Christensen reported. The 17-18 budget doesn't exactly match up with the new proposed 18-19 budget because there are some items that didn't go into the same categories. A resident asked what "security" under Utilities means on the budget. Nate responded this is the fee we pay the key card company for the keys to the pool. A resident made a comment that it seems like the board has done well in reducing costs since last year. A resident asked if we've changed the pool management company. We have stayed with the same company we have used for years, Perfect Pools. A resident commented that it seems that they have worked with the life guards more on training this past year. A resident asked what we're doing with the tennis courts. Jeremy Fix reported that we are probably not going to have nice tennis courts any more. The surface is not playable for tennis because of the tree roots and the maintenance. It's a nice sport court for the kids to use, which is what it's currently being used for now. The budget of \$500 might cover the privacy screens, but the cost to resurface and take care of the tree roots underneath would be too significant to cover. There are nice courts at the park right next door that residents can use. A resident asked about the kids play ground at the pool because it seems to be in disrepair. A resident talked about an idea to use the open area in the pool as an urban/organic garden. There are grants we can use for this and we can get residents involved and teach children about growing organically. We can discuss this at a future board meeting. Residents are always welcome to participate in the monthly board meeting to discuss topics like this. The first board meeting for the new year will most likely be in March, so this can be brought up as a homeowner topic. Another resident asked about the possibility of building a simple shelter for birthday parties at the pool. Sherry said when this was looked at a while back, this was priced out of our budget. But, we could look at it again. If a playground is put inside the pool area, this would not be accessible when the pool is closed for the season, so this is something to think about. Another resident spoke about wanting more events for our aging community, since many events seem to be for the younger residents. Nate repeated if people have ideas, to please let us know and we can help plan and advertise. A

resident asked about what the cost for the annual meeting was on the budget—copy and mailing cost dropped from \$510 17-18 to \$100 for 18-19. The item labeled, “outreach” was also asked about on the budget—this is for gift baskets for new homeowners, if there is a death in the family, etc. we try to send flowers. Sherry Serna mentioned that the board is actually doing the status letters for new homes now--we are saving money and earning money due to this switch.

A resident asked how many homeowners are past due in HRA dues. Nate Christensen responded there are only 3 residents that are currently past due. A resident asked how much money we get from the pool memberships that are purchased from the Blue Fins Swim Team each season. The maximum we can sell is 10 memberships. The board gets \$1,000 total from the memberships no matter how many there are within 10. The swim team gets the rest of the money as a fundraiser. The swim team then has a requirement to put that money right back into our pool somehow. That is why they bought the new umbrellas for the pool this year.

A motion was made to accept the 18-19 budget, it was seconded, and all were in favor.

Election of Board Members

- Sarah North, Nate Christensen, and Amy Stivers have completed their 2-year terms. Sarah, Nate, and Amy would all like to continue to serve on the board for another 2-year term. Nate opened the floor to residents for anyone else that wants to run or nominate someone. No one else was nominated, so Sarah, Nate, and Amy will serve another 2 years on the board. The other four board members will be up for re-election next year.
- Nate asked if there were any objections for the current board members continuing to serve on the board. There were no objections.

Old Business

New neighborhood entrance signs

Last year, the board approved \$30,000 from our reserves to use for the two new signs at the entrances at Dry Creek and Detroit and Dry Creek and Filmore. We had difficulty with the original contractor, so the process has taken a bit longer than planned. We had to get a right-of-way agreement with the city to ensure the sign would not block the right of way for traffic. We also had to work with Xcel Energy to make sure the signs weren't going to be placed over any power lines. One of our residents, Ben Kristopeit, helped us to find a new contractor and has helped us navigate the permit process. We have finally received the appropriate permits with the city. We are hoping that we might finally be able to get these signs started in the next month or two. We have the approval, the drawings, and permits. Now we just have to pay the deposit and get started. The board feels these will look really nice compared to the existing green metal signs that are there currently. Homeowners on those corners have been spoken to and have approved the placement of the new signs. A resident asked about updating the Jamison Avenue entrance signs. This will be in the next wave of updates, but we'll have to wait to build up our reserves for at least another couple of years. A resident asked if we could send out a picture of the new signs. Nate replied that he can put this on the website. Ben Kristopeit drew a picture of the sign design on the white board at the meeting.

Homeowner Forum

- Four Alzheimer's homes in the neighborhood. Resident asked if there is any code ordinances or spacing regulations to avoid this happening. We don't have any say in these homes because we are an HRA and not an HOA. Sherry Serna said we can't discriminate against any homeowners. The city has the ability to look into zoning, but this wouldn't happen unless the homeowner asks for permits.
- Resident asked about what recourse we have when a resident has multiple vehicles parked on the street in front of the home. There are code violations, but the HRA can't enforce anything. This is something to contact the city about to see if they can do anything to enforce code violations.
- A resident asked about the traffic on Detroit. The traffic seems to have increased significantly in the past few years. We can call the city to see about putting signs up that flash the speed to deter people from speeding. Concerned residents should call the city to report license plates of speeding vehicles. The city can also do a traffic study. Cherry Knolls and The Knolls neighborhoods had speed humps put in after they did a study. Even though this was looked at a few years ago, perhaps we can put together a neighborhood committee to contact the city and get another study in place since traffic is constantly changing.

A motion was made to adjourn the meeting, a second motion was made, and all were in favor. The meeting was adjourned at 8:00 pm