

Frisco Square HOA Meeting Minutes

Subject	Frisco Square HOA Meeting	Date	August 11, 2022
Facilitator	David Rostcheck (President)	Time	6:00 pm
Location	Virtual (via Zoom)	Scribe	Cathy Scarince (Secretary)
Attendees	David Rostcheck (President), Cleveland Antoine (VP), Janet Pollard (Treasurer), Cathy Scarince (Secretary)		
Absent	Sara Dunham (at-large)		

Key Points Discussed and Action Items

No.	Topic	Action Items
	Call to Order	David called the meeting to order at 6:01 pm.
	Approval of Minutes	DR motioned to approve the July 14 regular board meeting minutes. CS seconded. All approved – motion passed.
Old Business		
1.	Rental units violating CC&Rs	SD was not in attendance, so discussion was limited. 8234 Library leased out rooms in the first year of ownership. The property was bought in October 2021, so the year is almost up. The attorney sent a letter to the owner regarding the violation, but since there has been no response and the violation cannot be proven, it will not be pursued any further. 8256 Short St. is for rent and the HOA did receive notification of the intent to rent.
2.	Pet waste	There continue to be complaints about the same dog owner on Library St. To date he has accrued 13 violations total. The current fine is \$5 per day plus attorney's fees. It was suggested the board may want to raise the fine in the future. DR motioned to refer this issue to the attorney due to the amount of time this is taking the board members and also to prevent any more 'bad blood' between board members and residents. CS seconded, all approved - motion passed.
3.	Riser rooms	CS received 3 estimates for replacing the riser room door at 6346 Gordon. 2 were approximately \$2800 and the 3 rd was about \$1800. The high price is because the door is a custom size. The lower price was from Pro 1 Windows and Doors. CS has had them replace windows on both of her houses and highly recommends them. In total, 6 doors need to be replaced and 4 doors need new trim only. All doors need to be painted. CS said she thought she could get the job done with about \$25,000. DR motioned for \$25,000 of the reserve fund to be used to replace 6 doors, plus paint, hardware, and signage, replace trim on 4 doors, and paint all doors. JP seconded. All approve – motion passed.
4.	Reserve study	CA has obtained proposals from 3 reserve study companies. They are all around \$2800 and he feels they are all fairly comparable. The board agreed that a local company would be a better fit. The board discussed timing and agreed that having the study done will probably not happen until 2023 because of budget. Board members will review each proposal for discussion at the September board meeting. CA also suggested we have each company provide a short presentation/interview at a future meeting to provide more information.

5.	Landscaping	<p>Nicole Rogers reported that there have been some repetitive issues with the landscapers and things are not improving. Communication is a major problem. The board agreed that irrigation expenses should be covered from the capital budget since a lot of things are replaced every year.</p> <p>Nicole will price out the cost of replacing the whole system since we are spending a lot of money replacing parts every year. If we get a new system, a wifi system should be something we consider. It will allow us to control the system from an app.</p> <p>CS requested the board consider cutting down the trees that are right up against the foundation on the 8200 Library building. She is starting to have issues with her foundation and was told by two different structural engineers that having trees that close to the foundation can cause problems. DR suggested we have our arborist create a tree plan and that should be one of the things they look at.</p> <p>CS asked Nicole when we can expect to get pricing for fixing the issue that is causing the irrigation box at Library and Clarkson to flood each year, preventing the back flow preventor testing. She said this is one of the things she is struggling to get from BrightView, but she will ask for it again.</p>
6.	Treasurer's update	<p>We have \$144,655 in unrestricted and \$93,351 in restricted for a total of \$238,006. There are 3 invoices from BrightView that are still outstanding. We will be over budget on professional fees because of the attorney, insurance because the budget was done before we received the most recent insurance bill, utilities because of cost increases for water and electricity, and landscaping because of all the repairs we have had done this year and the improvement in landscaping.</p> <p>We need to find out from CMA how long we can wait before we provide them our 2023 budget. This will affect when we have our annual meeting because we will most likely have to vote on the dues increase that we are fairly certain we will need.</p>
7.	HOA sales tax exemption	<p>We are about 6 months out from becoming tax exempt. DR expects to submit the application in about 2 weeks. If we submit it and there are errors, we will have to correct it and resubmit it. This could cost us more in taxes that we have to pay our vendors. Or we could have a CPA review the form for \$1000. The board agreed to go ahead and submit it without review.</p>
New Business		
8.	Annual meeting	<p>Our bylaws require us to have this in the 3rd quarter. Vice Pres., Treasurer, and At-Large positions are up for election, but this does not have to occur during the annual meeting. It would be beneficial to get the word out about the open positions as soon as possible in order to get more interest from the residents.</p> <p>The board agreed that we should do the meeting in person this year and that it should be sometime in October. CA volunteered to find a location for the meeting. JP will confirm with CMA that we can hold the meeting in October.</p>
	Adjournment	<p>DR motioned to adjourn the meeting. CS seconded. All were in favor – motion passed. The meeting adjourned at 7:48 pm.</p>

Minutes approved 9/8/22, prepared from notes taken 8/11/22.


 Cathy Scarince, HOA Board Secretary

