

PORTO CIMA TOWNHOUSE POA
2019 ANNUAL MEETING
NOVEMBER 9, 2019

PORTO CIMA TOWNHOME PROPERTY OWNERS ASSOCIATION

Bill Manion, president, called meeting to order at 9:00 am. Quorum present.

Board members present: Bill Manion, Fred Miller, Jim Murphy, Lynn Diggs, Jim Butler, Lee Eise, Paul Pederson.

Also in attendance: Todd Nelson, Nelson Land Management and association manager.

Home owners present: Birdsley, Moore, Fry, Manion, Waiincoost, Stiglich, Guebert, Coats, Stiefel, Moore, Eisenhauer, Ryan, Collman, Cote, Myles.

Bill Manion made welcome remarks and introductions.

Jim Murphy gave Financial Report. Balance sheet shows \$542,000 equity account. Funds have been deposited with St Elizabeth Bank at a favorable rate. Two a/c receivables have been turned over to attorney for collection.

In summary, association will recover significant funds from repairs under the established formula of 50/50 owner expense after initial \$2000. There have been repair expense related to roof repair and irrigation pumps.

The 2020 budget reflects no special assessments and the 5% increase permitted by association by laws. Note correction that amount for snow removal should be for legal expense. No allowance for a/c receivable or repairs was made due to difficulty projecting such expense.

Owner Fry wanted explanation of "Discretionary Landscape". Lee Eise, chair, Landscape Committee explained spending amount not on contract with Nelson Land.

Lee Eise, Landscape Committee, explained formal committee, spring walk through, determine replace, removal trees. Discussion of mulching. Owner suggested rock instead of mulch. VLC owner wanted to know procedure on area not common ground overgrown and unattractive. Paul Pederson reports Punto Pilato still has five walkway lights not on and work in progress.

Todd Nelson reported on Maintenance and Repairs. Very pleased with new company OEM, quality and timeliness of repairs. They do not do roofs. Water intrusion repairs have delayed some other work according to urgency. The owner financial split was explained with regard to roof repair/replacement. Association pays first \$2000. Owner and Association split remaining amount 50%/50%.

Discussion of walking on roof causing damage, need to allow air to circulate to roof. Gutter cleaning to be monitored more closely. Owner Fry inquiring about VLC front door and garage door painting. Snow removal: After 2" s nowfall. If you are full time, let Nelson Land know. If you leave for extended time in winter, let Nelson know. If snow is forecast and you are coming for weekend, let Nelson know. The Association clears driveways and walks only—not streets.

Grinder pumps: Each owner with a grinder pump is responsible for maintenance, upkeep, and all expense. The Master POA had previously assessed for inspection. This service is discontinued and each owner will now need to arrange for regular inspections and maintenance. IMPORTANT; This check up is equally as important as hvac check up and maintenance. PCTPOA cannot negotiate a group rate.

However, as a neighborhood or various groups can arrange for group rates. The Association cannot recommend as a matter of liability.

INSURANCE: Each owner needs to provide (as stated in covenants) a certificate of insurance that provides for complete replacement coverage. NOT ADEQUATE; condo insurance. If proof of insurance is not provided, the Association has the authority to purchase adequate insurance and assess the owner.

Other: owner inquired pest control for squirrels and racoons. AB Pest handles situations.

Invitation to owners to become associate members of Board and/or committee members as non-board members. Special thanks to Diana Birdsley for serving on Landscape Committee.

Motion to adjourn.