

Heritage Glen Townhome Owners Association Annual Meeting

September 29, 2016

Trinity Presbyterian Church, 2125 Tower Drive in Woodbury

Board co-President Jean Crotty filled in for Jerry Peterson who's voice was severely compromised by a case of laryngitis. She called the official meeting to order at 7:00 p.m. Other members of the board present; Susan Kallman, Gene Roggeman and Jim Jacobs. Kay Sand was present representing Personal Touch Property Management (PTM)

6:30pm: The meeting was preceded by a presentation on Public Safety. Jean introduced a member of the Woodbury Police Department who spoke about safety issues which should be of concern to Woodbury residents as well as ways to deal with or minimize potential problems.

- Start a Neighborhood Crime Watch in your neighborhood. This has the potential for stopping a crime in progress or hastening the police response to a potential problem. The department welcomes calls of this nature. To be a part of the program the residents must have two meeting per year. The HG HOA Annual meeting would qualify as one of these meetings. The residents must also have a Block Leader who has the names and phone numbers of those participating in the program. A number of residents at this meeting expressed interest in the program and a willingness to follow up.

- The "Code Red" program is an emergency warning program which can benefit residents in a threatened area. More information can be found at the Washington County website.

- The Police Department has a Vacation Request System for residents gone for three or more days. They will check a home to determine if any of the doors are open or unlocked. If this occurs the resident will be notified. The house will be checked every three or four days as a security measure.

The Department has a non emergency number (651 439-9381) for citizen requests.

911 calls are handled by Washington County in Stillwater.

Motor vehicle and garage related are the two most prevalent crimes in Woodbury. To protect yourselves; do not leave garage doors open/ unsupervised for extended periods of time; Lock automobiles and do not leave electronic devices or appealing articles laying in sight where they might attract attention.

Formal Meeting

Jean confirmed that we had a quorum. At least 10% of the H-G households must be present or represented to conduct business. Kay/PTM indicated that 32 households were signed in..

Board Report

- A. Jean checked with the membership regarding reading of the Minutes of the 2015 Annual meeting. No one requested they be read so the meeting moved forward.

- B.** Jean reviewed a series of major initiatives completed this past year:
- Modified Rain Garden #2 and added Native plantings
 - Planted the two island rock circles to enhance their appearance
 - Passed the 2016-2017 budget
 - Completed the boulder wall in Woodduck Circle
 - Stained Mailbox box posts (Thanks to Lynn Michaels, Judy Samuelson, Jean Crotty and Lavon Jalonack)
 - Replaced a number of damaged and downed trees.
 - Applied a granular treatment as well as sprayed to reduce the Japanese beetle population.
 - Reviewed and signed the A-1 Maintenance contract
- C.** Some projects to be covered in the coming year are:
- Select an irrigation service provider
 - Continue treating/spraying for Japanese beetles
 - Continue replacing dead or damaged trees with the Emerald Ash Borer in mind
 - Consider installing a third rain garden if incentive funds are available.
 - Upgrade the irrigation system (Possibly replace the controllers as Woodbury has an incentive program which might absorb some of the cost)

Financial Report

Gene Roggeman reviewed the year ending financial balance sheets for the 2015/2016 fiscal year which showed the following: Operating Fund \$65,332.50, Replacement Fund \$88,276.83, Total \$153,609.33. They were reviewed by Marc Van Zandt, CPA who stated: "Based on my review, I am not aware of any material modifications that should be made to the accompanying June 30, 2016 and 2015, financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America." (Any Association member wishing to review this report can contact Personal Touch Management for a copy).

Gene also stated that the year ending budget review indicated a \$1.67 per month per household shortfall. As a result the dues beginning in January, 2017 will increase \$1.50 to a total of \$99.50 per month per household.

- A.** A copy of the Summary Annual Report prepared by PTM for this meeting is also enclosed for your information.

Committee Reports

A. Architectural

Julie Wright indicated that the Architectural committee has had a relatively light summer with most of the questions answered by the H-G Architectural Guidelines. It was proposed that copies of these guidelines be sent to all of the membership. After some discussion it was deemed unnecessary for several reasons: All members were originally provided with copies; they are available on the web site <http://www.heritageglenhoa.com>; Julie has some extra copies so anyone needing a copy can contact her.

Trim color is the one issue that is not well covered in these guidelines. The Board has requested that the Architectural committee review the guidelines with this in mind and come back with a proposal/recommendation for it to consider,

B. Social

Betty Koreltz promoted the H-G community garage sales as a coordinated effort which tends to attract more interest as well as enhancing community spirit. The committee will

continue to propose and conduct other events in an effort to involve more members of the H-G community. The Bunco party is currently the only social event on the calendar. Any input regarding other opportunities is welcome. She currently edits the "For the Birds" newsletter and could use assistance in this endeavor and is very willing to turn it over to another H-G member. She feels it is time to bring another perspective into the picture.

C.. Maintenance

Karl Bozicevich indicated that this committee has been dealing with some modifications to the rain gardens caused by the extremely wet weather. He has followed up on some observations from the spring walk around as well as concerns brought forth by H-G homeowners. The committee is also involved with the search for an irrigation service provider as well as the upgrade of the irrigation system. Some of the trees overhanging our members' houses may belong to the city which would make trimming them a city expense. If anyone has a metal detector it would provide us with a means of detecting the buried corner post which define the property boundaries

If any homeowner has concerns regarding these or other maintenance issues they should contact him as he would be very willing to assist in finding solutions.

Election of Board Members

Three Board positions were open. Those members (Gene Roggeman, Susan Kallman, Jim Jacobs) had decided to step away after many years of service on the Board. Three residents volunteered to fill these spots and provided some input regarding their background and interest. They were elected with a white ballot. The new Board members are Jill Frazier, Tami Hagen and Larry Cozad.

Old Business

The line item in the budget which designates funds for Exterior Trim Painting was again questioned as in previous years. It was proposed and seconded that most of the funds so designated should be moved to a more pressing need, like Irrigation, leaving a minimal sum in the original line item,

New Business

A resident was concerned about roaming cats and their impact on those owned by homeowners. Several methods were offered to deal with this situation.

The move for adjournment was made and seconded. The meeting adjourned at 8:25pm.

Next Meeting Date

The Board will next meet on Tuesday, October 27, 6:30 p.m. at 414 Bluebird Lane.