

## Chestnut on the Green Phase I -Board Meeting Minutes

August 13, 2019 – 7:00 PM

1. GENERAL The meeting was called to order at 7:02PM  
President Jon Buralli, Treasurer Kim Blaze, Director Joan Rucker, Director James Ryva and Secretary Lilyanne Nueva Espana were all present for the meeting. Also present Laura Sneed from Elite Management, 6 homeowners were also in attendance.
  - 1.1. **Jon Buralli made a motion to approve the minutes from the April 30, 2019 Board meeting Kim Blaze seconded, motion carried.**
  
2. FINANCIAL AND ADMINISTRATIVE
  - 2.1. July 2019 Financial Report – **Property Manager Sneed**
    - 2.1.1 Operating Funds - **\$21,049.63**
    - 2.1.2 Reserve Funds - **\$110,789.74 (\$104,006.00) was transferred to operating for the second phase of the roof replacement project.**
  - 2.2. Collections – **Manager Sneed reported there are no accounts in collections**
  - 2.3. **Management Report by Laura Sneed as presented in the board packet**
  - 2.4. **A motion was made by Jon Buralli to Ratify the Board Approved surveillance camera at 7229 Flagg Creek Dr. Jim Ryva seconded, motion carried.**
  
3. BUILDINGS AND GROUNDS
  - 3.1. **A motion was made by Jim Ryva to Ratify the Board Approved Mulch Installation for \$3,100.00. Kim Blaze seconded, motion carried**
  - 3.2. **A motion was made by Jon Buralli to Ratify Board the Approved Breen Landscaping retaining wall extension trial at 7251 for \$2,680.00. Joan Rucker seconded, motion carried**
  
4. NEW BUSINESS
  - Post Repairs at 7210 – two proposals received and submitted to the board attempting to get third bid from Aspen - Property Manager Sneed reported she has only been able to obtain 2 proposals for this work and due to the repairs needed recommended the board choose a vendor. Some discussion followed. **A motion as made by Jon Buralli to accept the Pro Home 1 bid for deck repairs at 7210 for \$1,750.00. Kim Blaze seconded, motion carried.**
  - Dormant Pruning & Tree Removals. Received Proposal from Winkler’s contacted Davey Tree. **There was some discussion on getting a tree guy to cut trees on the east side and to remove the Ash Trees; this issue was tabled until more information could be obtained.**
  - Foundation Repair at 7261 Proposal received from US Waterproofing and a meeting was scheduled with Perma Seal August 23<sup>rd</sup> for a second proposal. **James Ryva reported Perma Seal contacted him and they changed the appointment to Friday the 16<sup>th</sup> of August. The board will make a decision on repairs once the second proposal is reviewed.**

**5. OPEN FORUM FOR RESIDENTS AND BOARD.**

**One homeowner reported issues since the roof was replaced. There was some discussion on skylight replacement which was not completed at this location but it is now leaking. The board requested that property manager Sneed speak to Barry Roofing on her replacement options.**

**Another homeowner discussed concerns about his dryer vent cap being covered by Barry Roofing during his phase of the roof replacement project. Property Manager Sneed issued a work order to fix the vent. The owner asked if Barry would reimburse him for expenses, there was some discussion on this topic. The board requested property manager Sneed to contact Barry Roofing on behalf of this homeowner to assist him in remedying the situation.**

**The homeowner of 7210 was present to see if the board would be approving her deck repairs, she was happy that a decision had been made.**

**The homeowner at 7269 stated the roofing company addressed their gutter pitch issue. Property manager Sneed stated that the concrete company had been onsite to fix their stair from an earlier repair this season, the homeowner had not checked that this was complete.**

**6. ADJOURNMENT**

**A motion was made by Jon Buralli to adjourn the meeting at 8:05pm. Kim Blaze seconded, motion carried.**