

# Sunset Road Condominium 2017 Annual Meeting Notes

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SRCA 2017 Annual Meeting

Columbus Public Library

01.04.2017

Meeting was called to order at 6:05pm

## **Proof of notice of hearing**

Kiersten confirmed annual meeting notice was mailed to all unit owners twice because the budget wasn't included in the first mailing. Additional Notices were also sent via e-mail by Kiersten and Don, our new property manager.

## **Proof of quorum**

8 unit owners were present and 5 proxies were submitted to Kiersten.

- **Present:** Nancy Wild, Will Gilmore, Donna Maier, Carrie Wojner, Tom Mietzel, Tory Strauss, Jesse Waldner, and Kiersten Mohlman
- **Guests:** Megan Leberak and Don Dorsan.
- **Proxies:** Charlie Spencer, JoAnne Schimmel, Sharon Rogalski, Jodi Sharp, and Micheala Messina.

## **Reading of 2016 Annual Meeting Minutes**

Tom Mietzel volunteered to read the 2016 annual meeting minutes; afterward it was discovered those were the 2015 meeting minutes and 2016 meeting minutes were not in the 2016 annual meeting folder so they could not be read. Don will look in Sally's records for the 2016 meeting minutes. We moved along with the meeting.

## **Presidents report**

Kiersten advised we went dramatically over budget for Maintenance and Repair primarily due to three things: Painting of common areas (which everyone remarked looks great), Pressure Washing of the Building, and various maintenance items that Bruce normally took care of (example: Dryer vent cleaning - \$550). Kiersten requested unit owners "chip in" and lend a broom if you see cobwebs accumulating outside in the entry vestibules, as a light sweeping occasionally will prevent us from having to have pressure washing done again so soon. We also added Laundry machines back upstairs. We've now had our first full year without Bruce and have experienced expenses (such as dryer vent cleaning) that we have not had before as he would always complete these things. Bruce provided the board with an extensive list of tasks he completed free of charge, and now they are items we will need to contract out, therefore the maintenance budget will have to increase. We will need to replace the bearings on the boiler this year.

340-1 Jesse Waldner remarked that they occasionally have brown water. There's only one water main to the building and no other unit owners are experiencing this, therefore it's likely something plumbing related within their unit. Don took note of this and requested Jesse call the city the next time it happens to see if they're cleaning the lines.

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## 2016 Financial Statements

Sally not in attendance and didn't provide a year-end report. Kiersten provided the final December Financial Statement Sally provided.

Introduced Don with Pointe Association Management. Don explained his duties and provided some information regarding his company. [www.SunsetRoad.webs.com](http://www.SunsetRoad.webs.com) is our new website and should be used for paying your dues online (should you choose to pay online), submitting maintenance requests/complaints/suggestions, and accessing all Condo related documents such as the Declaration, By-Laws, Rules, Meeting Notes, etc.

Don advised that all maintenance requests/complaints/suggestions will be responded to generally within 24 hours.

Don advised in spring his team will come do an analysis of our property and start to make a planned schedule of what work will need to be done around the property. This will help us greatly in planning for the budget each year. As we start to add maintenance project plans (for example, driveway sealing) to our schedule, the website will also be updated to show these items so you're aware of exactly what's underway or planned for the HOA.

Don advised the old Laundry company is trying to bill us for the month they were disconnected but not picked up. He will attempt to negotiate us out of that since they should've promptly picked up their machines.

340-1 Jesse Waldner inquired about in-unit laundry and what plumber to use. We don't have a preferred plumber, but a plumber does need to provide proof of insurance to the board before performing work on site.

Kiersten to check lockboxes to see if keys in lockbox are just for the front door or if they include a key for the utility room.

## Election of Board of Directors

Volunteers to serve on the board were:

- Donna Maier
- Kiersten Mohlman
- Jesse Waldner

Write-ins (but did not personally volunteer to serve) were:

- Tom Mietzel
- Nancy Wild

Votes were tabulated, and the 2017 Board of Directors will be Donna Maier, Jesse Waldner and Kiersten Mohlman.

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## Unfinished Business

None

## New Business

**Parking Lot Resealing:** This should be done this year. We're on year 4 and need to reseal it, otherwise it will continue to deteriorate and we'll need to replace much sooner. At some point, we should also consider cutting out a 6 foot portion in the sloped "V" where the water drains and replacing that asphalt because that's where we're seeing the crumbling.

It was also suggested that a slab be added to the back of the lot where the dumpsters are so the dumpsters have a designated place, a little further off the edge of the driveway, and an additional slab off of the end of the lot so that the #1 units can back out of their garages and have a spot to turn around.

**Common Area Cleaning:** We will NOT be securing a cleaning service at this time due to cost constraints. Instead, we will be enforcing a new cleaning bi-monthly schedule where each unit owner (upstairs and down) cleans their respective floor twice a month, on a monthly rotating basis. Kiersten will post the bi-monthly schedule and instructions in Laundry Room soon, and will also email all owners instructions. Cleaning of common areas will be enforced by penalty of fines.

**Rental Status:** 360-8 Nancy Wild questioned Tory's grandfathered-in rental status stating that the unit is on the market for too much, which is preventing the sale of the unit and therefore perpetual renting. Tory advised there is no end date to the rental grandfathering status in his agreement. Carrie remarked that the rules would need to be changed if anything was to change with this.

**Sidewalk:** 360-1 Carrie Wojner requested that the sidewalk by the entrance be looked at this spring. There's a 1.5 – 2 inch gap between sidewalk slabs at the main entrance of the building and that is a safety hazard. Don added it to his list of Action Items and we will explore mudjacking, polyurethane fill, or grinding off the concrete. Carrie also requested that an engineer come out to evaluate the building as she believes the corner is sinking. We need to attain an expert opinion with potential solutions presented.

**Laundry Rules:** 340-7 Kiersten Mohlman proposed a "quiet time" rule for the Laundry rooms of no starting a washing load after 10pm. I can hear the washing machine all the way in my master bedroom because it's so loud, and while I can normally drown out the sound with my TV, I cannot drown it out with noise when I'm trying to sleep. Nancy agreed. Megan stated she cannot do laundry until late because she gets home late. The suggestion of doing laundry on the weekends was made.

**Reserve Account:** We effectively negated our contribution to the reserve we made this year with all of the overspending we did. We also did the same thing in 2015, so in effect, it's like we haven't contributed to our reserve in two years. For this reason, dues need to increase because we NEED to be contributing to the reserve account. We should be contributing (and not touching) 10% of the dues at a MINIMUM each year in order to secure bank financing. We currently have \$58K in our reserve account. Don will perform a "mini" reserve study to help us assess if we're at a good level, or if we need to increase our reserve account contribution. He will do this by establishing a schedule of events that will occur in the future (for example, will need a new roof in 2025, will need to repave the parking lot in

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2020 (just examples)). Once we know an actual schedule of when big projects like this need to get done, we will be able to budget for this and ensure our contributions are up to snuff and able to get us there. He said the boiler could be an upcoming major expense for us and we need to be prepared for that. To give us an idea of where we stand on dues, East Town Condos near Milwaukee, is a 16 unit complex and they have dues of \$295 per month. They ran into a problem a few years ago where they didn't have enough money in their reserve account for projects that needed to be completed, so they increased dues and increased contribution to the reserve account and now they have about \$100,000 in reserves. Our dues even at the proposed \$170 are VERY reasonable especially because they include heat and water.

**Pet Rule:** It was briefly discussed that there are people who want to change the pet rule to allow bigger dogs (over 35 lbs), and there are people who don't want to change the pet rule. At this time, since the association is so divided on the topic we will not explore further. If anyone feels strongly about changing the rule, we welcome them to call a special meeting of the owners, propose their ideas and request a vote.

**Fire Alarm Testing:** Fire Alarm testing is required to be done soon. Tory would also like to test the pull stations in each of the units as this has never been tested. He will arrange a date with Don in the next month or so and the owners will be contacted with dates/times.

### **Approval of 2017 Budget**

Carrie Motioned and Tom seconded to approve budget. Official vote was taken, all in attendance approved the budget, and all by Proxy also approved. The budget for \$170/month dues passed unanimously.

Tom moved to adjourn, Nancy seconded.

Meeting was adjourned at 7:23 pm.