



**LATITUDE 49 RESORT PARK
BOARD OF DIRECTORS OPEN MEETING**

DATE: March 15, 2022
PLACE: Latitude 49 – Clubhouse
TIME: 9:30 AM

A WELCOME was extended to all owners who were able to attend the Open Board Meeting.

An OPEN owner Q&A period was held prior to the Open Board Meeting for owners to ask questions of the Board or Management

Q&A began at 9:30 AM and finished at 9:47 AM.

CALL TO ORDER

Vice President Ken Gunderson called the Board Meeting to order at 9:50 AM.

PRESENT

Ken Gunderson - Vice President
Max Archer – Secretary
Gary Hall - Treasurer
Henry Hays - Board Member/Maintenance Liaison

Cindyrae Mehler & Tess Allison – Integra

Absent: Don Schleuse – President

APPROVE MEETING MINUTES

Motion by Max Archer to approve 11-09-21 Board Minutes; 2nd by Henry Hays; and, PASSED.

Motion by Max Archer to approve 02-15-22 Board Minutes; 2nd by Gary Hall; and, PASSED.

Motion by Henry Hays to approve 03-03-22 Board Minutes; 2nd by Gary Hall; and, PASSED.

Motion by Max Archer to approve 11-23-21 Executive Board Minutes [personnel matters]; 2nd by Henry Hays; and, PASSED.

Motion by Gary Hall to approve 03-03-22 Executive Board Minutes [personnel matters]; 2nd by Henry Hays; and, PASSED.

INTEGRA REPORT/FINANCIALS

Tess Allison reported the financial standing through 02-28-22, reflecting the following: Peoples Bank operating account balance \$129,849.62, Heritage Bank operating account balance [laundry income] \$23,096.17, Petty Cash of \$165.34; Edward Jones Reserve account of \$426,150.86, and WECU Activity account of \$2,283.58 – for a total bank of \$581,545.57. We are running under Budget in expenses thru 02-28-22 by \$13,012.25, but note we will have maintenance expenses coming in for phase two of additional speedbumps to be installed by Huizenga Enterprises. Prep work is being done in anticipation of the upgrade to the KERI- gate system this spring.

Park inspections continue. We have had three (3) units in the Park with on-going significant maintenance and rules violation concerns/ we are working through this with legal counsel and fines have been issued where appropriate, including collection of penalties assessed.

TREASURER'S REPORT

Gary Hall reports he continues to work with Edward Jones in monitoring the CD's and reinvestment of funds as they mature. It is anticipated CD rates will increase in the near future and as they improve longer term CD's will be purchased to achieve a greater yield.

COMMITTEE REPORTS

► **ARCHITECTURAL.** Henry Hays reports there have been 11 requests submitted since the last Board meeting; 10 were approved, and 1 was not approved as submitted.

The Architectural Committee beginning in May will once again be meeting every Wednesday so the turn around on submitted requests will be timely. Please turn in your AC Request by noon on Tuesday to be reviewed by the AC Committee. Please provide drawings and diagrams when appropriate for project approval. Remember, only one (1) request is to be submitted per each AC Form.

► **ACTIVITIES.** Gary Hall reports: Some activities are now being scheduled with loosening of mask regulations. The group continues to look for people to volunteer to assist with functions such as Wednesday Coffee [from 8:30 am until 10:00 am]. This Saturday is a special St. Patrick's Day Potluck with gathering together at 5:00 pm and the potluck starting at 5:30 pm. The afternoon of Saturday April 30th is a **Meet Your Neighbors** get together & finger foods/appetizers will be provided by the Activities Group. Details and time of this event will be posted in the Park and also be included on the website Calendar. Plans to bring back the Birthday Burger Bash is in the works – this is fun for all. More info to follow on this shortly.

► **GROUND & MAINTENANCE.** Henry Hays gave a full maintenance report noting everyone has been busy and much work is being accomplished [report attached]. Special thank you to the Park Maintenance employees who do an excellent job in keeping our Park looking so good for everyone to enjoy.

UNFINISHED BUSINESS:

► **Hot tub refurbishment & new cover:** Ken Gunderson reports the work is completed on the hot tub which included refinish work, re-spackle, blue tile work, chemicals rebalanced and ordering a new hot tub cover with durability for exterior exposed use and of a heavy duty quality. It took time to get this project fully completed with limitations on product and availability – but it is 100% complete now.

► **Gate/Doors Keri System upgrade or replacement:** Tess & Cindyrae report Johnathan from Gateway has submitted Bid for final review and approval by the Board to get this project scheduled. Bids received include quotes to upgrade the system to the new version of Keri – which will allow us to retain the Keys/FOBS we currently use, new computer fully loaded, and providing the cost to add the garbage compactor gate area to the FOB system. We also received a Bid for the future to include the Pool Gate area to the system. The plan is for the change-over to begin in May 2022 and being fully transitioned to the new system by the end of May.

Following review and discussion:

Motion by Henry Hays to approve the Keri System upgrade, including the new computer loaded and set up, and the addition of the Garbage Compactor FOB key system to the Gate [\$7,951.69 and \$16,941.60 + permit fees & tax] ; 2nd by Max Archer; and, passed.

Don Schleuse will be working together with Gateway on this project during the install dates.

INTEGRA will have project scheduled with Gateway and remit the 50% on the project work.

► Speed Bumps: Ken Gunderson reports a total of nine (9) speed bumps were installed in various locations of the park by Huizenga Enterprises last year. The response has been overwhelmingly favorable from Park Residents. This has helped to curb some of the speeding problems. With the positive response, the Board plans to have an additional eight (8) speed bumps placed in various high traffic locations this spring. Huizenga will be contacted to provide an Estimate for this work [with costs increasing so substantially this year]and to then move forward to schedule the work to be done. When the new speed bumps are installed, all speed bumps throughout the park will receive a fresh coat of paint.

NEW BUSINESS:

► Spring Dumpster [arrives: 05-20-22 / Departs: 05-30-22]: Henry Hays advises he has requested a 30 Yard container with a closed top. Reminder to all present – please follow the dump rules when using the container.

► Pool opening date: Henry Hays reports the Pool is scheduled to open Mother's Day Weekend, May 8th. Maintenance is working together Koala-T Pools to complete all of the pool prep work for the opening and get it up to temperature by May 8th for everyone's use and enjoyment.

► Rules & Regulations: Ken Gunderson reports the updated Rules & Regulations are completed and will be mailed out to all unit owners with the Board/President's Spring Newsletter. Primarily the only changes to the R&R's were housekeeping/punctuation and inclusion of a daily fine schedule for long-term offenders under the advice of the association attorney.

► The next Board Meeting will be a workshop meeting in preparation of the 2023 Budget. The workshop Budget meeting will be held at INTEGRA Management in the conference room on Wednesday, May 4, 2022 at 10:00 am.

****REMINDER****

Annual General Meeting date is: **SATURDAY, JUNE 11, 2022 at 10:00 am** in the Clubhouse. Registration will begin at 8:30 am with coffee/beverages and snacks provided during registration.

The Candidate's Forum is scheduled to be held on Saturday, June 4th, 2022 at 9:30 am in the Clubhouse.

ADJOURNMENT

There being no further Board Business for discussion, the Board Meeting was adjourned at 10:45 am.

Respectfully submitted,

Cindyrae Mehler
INTEGRA Management

[Maintenance Report attached]

Latitude 49 Maintenance Report

March 15th, 2022

1. Ongoing monitoring of the compactor.
 - a. 2/28/22 Fire inside the compactor, fire department was called and SSC emptied the unit the same day.
2. Pool closed Oct 6, Ongoing monitoring of pool (adding one gallon of chlorine once a month).
3. Ongoing monitoring and cleaning of Hot tub.
4. Repair of hot tub cover (in process) new cover ordered.
5. Ongoing monitoring of retention pond.
6. Monthly bait stations check (environmental pest control).
7. Ongoing lawn care around common areas. Sprayed cleaner for moss around commons and entry.
8. Southwest door on rec building. Owner phoned Integra about door not closing properly. Planed the door and entry, will continue to monitor.
9. Roof above Hot Water Tank in Maintenance shop leaking water. HW tank is for shower in the pool area. Possible leak from roof at the HW vent with heavy rains/winds.
10. Owner phoned Integra regarding water over roadway on 11/15. Cleared street drains as much as possible. Heavy rains created overflow at the retention pond causing backup onto the street.
11. Fitness Gear Tech on site to repair treadmill handle and other parts as needed.
12. Guardian Security tested fire alarm. System checked out good. We have four extinguishers needing service.
13. Christmas decorations for clubhouse and mail building brought up from basement. 12/1
14. Shut off water for irrigation system. Ran all zones to flush water.

15. Security Solution on site for repairs to camera on south side of the clubhouse. Prepped area for lift and service needed. 12/9
16. Fitness Gear on site for quarterly inspections and maintenance. 12/20
17. Treadmill screen giving needs lubrication warning on 12/27. Called Fitness Gear, treadmill lube is on the calendar for the next Tech visit. He recommended to power down/restart and screen should stop the indication.
18. Hot tub chlorine pump not working on 12/29. Matt from Koala on site Jan 4 found a clogged line and replaced.
19. Christmas decorations for clubhouse and mail building taken to the basement. 1/4
20. Fitness Gear Tech on site to lubricate and replace fuse on treadmill. 1/11
21. NW door handle for clubhouse loose. Was able to refasten. Continue to monitor.
22. New trash bins (2) on South end between clubhouse and pool area.
23. Replaced outside water faucet SE of the tennis courts.
24. Outdoor light near putting green not working. Replaced broken light fixture however, still not working. Working with board to find solution.
25. Closed hot tub for tile maintenance and refurbishing on 2/1 3
 - a. Began procedure for curing hot tub, monitor chemicals. 2/22
 - b. Hot Tub reopened. 3/2
26. Arrow Lock Service on site to repair tumbler on SW Rec Building. Handle on SW Mail Room door. And closing unit at the east end of Clubhouse basement.