



LATITUDE 49 RESORT PARK BOARD OF DIRECTORS OPEN MEETING

DATE: September 27, 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 9:39 AM.*

CALL TO ORDER

President Don Schleuse called the Board Meeting to order at 9:40 AM.

PRESENT

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

Cindyrae Mehler & Tess Allison – Integra

APPROVE MEETING MINUTES

Motion by Henry Hays to approve 06-11-22 Board Minutes; 2nd by Ken Gunderson; and, PASSED.
Motion by Max Archer to approve 06-14-22 Board Minutes; 2nd by Henry Hays; and, PASSED.
Motion by Max Archer to approve 07-19-22 Executive Board Minutes; 2nd by Gary Hall; and, PASSED.

INTEGRA REPORT/FINANCIALS

Tess Allison reported the financial standing through 08-31-22, reflecting the following: Peoples Bank operating account balance \$102,470.65, Heritage Bank operating account balance [laundry income] \$27,319.48, Petty Cash of \$165.34; Edward Jones Reserve account of \$418,669.83, and WECU Activity account of \$1,843.58 – for a total bank of \$550,468.88. We are running under Budget in expenses thru 08-31-22 by \$6,539.59, but note we will have maintenance expenses coming in for irrigation repairs by New Heights North Landscaping and laundry machine repairs. Work has been finalized on the upgraded software and technical install of the KERI- gate system including the addition of FOB garbage compactor entry.

Park inspections continue with most owners being responsive to phone call(s) and warning request letters for compliance.

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 in short-term staggered CD's. Interest rates are improving which will reflect in a greater yield to the association.

COMMITTEE REPORTS

► **ARCHITECTURAL.** Henry Hays reports that since the last Board Meeting, 58 requests were approved. Six others were requested to be resubmitted by the AC Committee and of that six, four were approved. Two were never resubmitted. The Architectural Committee continues to meet every Wednesday so the turn around on submitted requests is 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: Activities are increasing with fewer covid related restrictions. It is great to see and increase with more and more people showing up for the activities. Some activities that have been done and/or are planned include: burger bashes, end of Summer BBQ, Karaoke, Friday Night Potlucks, and of course Wednesday coffee. Thank you to Patricia & Ann for their continued work on activities and checking the Clubhouse following scheduled rental dates.

► **GROUNDS & MAINTENANCE.** Henry Hays provided a full maintenance report noting summer work has been a busy schedule. Maintenance Report attached.

Report Highlights:

Card Reader on the garbage enclosure gate allows management to most accurately confirm whom is doing an illegal dump with both security camera footage & date/time of entry to the compactor area being available. Reminder to securely & firmly close the gate when entering & exiting.

3-additional camera's were installed in the Clubhouse interior for added building security.

New LED lights were installed [underwater pool lighting] for increased safety. The old lights were no longer able to be repaired, and new lighting was secured & installed by Koala T Pools.

Laundry machines are being repaired as they fail. Parts are taking significantly longer to secure – as all parts for anything are right now. It is a huge inconvenience that the down time is increased when a repair is necessary, but we are doing the best we can. As machines age, the board will be reviewing purchasing new ones as components on some of the older machines cannot be obtained any longer.

UNFINISHED BUSINESS:

► **Hot tub refurbishment & new cover:** Ken Gunderson reports the winter hot tub cover remains on order. He received confirmation finally that production of the cover is in process and we are in the queue for replacement.

► **Gate/Doors KERI System upgrade or replacement:** Don Schleuse reports the upgrade is now complete and he believes everything is on-line working correctly now. Bob from Gateway has been the most helpful technician/installer and has corrected the bugs & glitches that were causing havoc with the program and software issues are now resolved– we believe. Don advises we were able to complete this project including the addition of the FOB gated entry to the compactor under budget which is allowing the Board to step up a needed road drainage repair project and work on the prevalent crack issue on the tennis court surface.

► **Speed Bumps:** Ken Gunderson and Don Schleuse report additional speed bumps were installed and it appears they are helping to mitigate the problem with speeders in the Park. It is likely some additional speed bumps will be added in 2023.

NEW BUSINESS:

- ▶ Winter Dumpster [arrived: 09-23-22 / Scheduled to Depart: 10-03-22]: Henry Hays advises the dumpster arrived, was filled and he was waiting for SSC to pick it up. SSC told Henry they are short on staff – and there is a delay in scheduled pickup of the dumpster. Reminds all present to please follow the dump rules when using the container.
- ▶ Pool closing date: The pool will close for the season on 10-05-22.
- ▶ Crack Sealing: Ken Gunderson reports Huizenga has it on their schedule to complete crack sealing on the roads.
- ▶ New curb drain [by laundry building]: An improvement/addition to the storm drain system by the laundry building is scheduled with Huizenga to reduce the water retention problem we have dealt with for years in this area. Weather conditions permitting we anticipate this work will be completed by November of this year.
- ▶ Pool lights: Completed by Koala T pools. The underwater pool lights finally gave up the ghost. Parts for the lights were no longer available. New lighting was installed and they work beautifully.
- ▶ Tennis court repair work: Ken Gunderson reports WRS has it on their projected schedule for repair of the crack that continues to open up on the tennis court side. WRS has a product being utilized on courts that has a greater expansion/contraction ratio – which should help to eliminate this problem. Following repair, the court will be painted [weather permitting]. A new tennis court net is being ordered to complete the upgrade to this area.

Board Meeting Date Schedule:

- ▶ OPEN Board Meeting: Tuesday, November 15, 2022 at 9:30 am - Clubhouse
- ▶ OPEN Board Meeting: Tuesday, January 24, 2023 at 10:00 am - Clubhouse
- ▶ OPEN Board Meeting: Tuesday, April 25, 2023 at 9:30 am - Clubhouse
- ▶ Budget Workshop Meeting: Wednesday, May 10, 2023 at 10:00 am - INTEGRA Conference Room

****REMINDER****

Annual General Meeting date is: **SATURDAY, JUNE 24, 2023 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 17, 2023 at 9:30 am in the Clubhouse.

ADJOURNMENT

There being no further Board Business for discussion, the Board Meeting was adjourned at 10:25 am.
The Board will next meet briefly in Executive Session to review the delinquency detail report.

Respectfully submitted,

Cindyrae Mehler
INTEGRA Management

[Maintenance Report attached]

Latitude 49 Maintenance Report

Sept, 2022

1. *March 1st* - riding mower sent to be serviced by Carl's Mower. Cleaned and tuned for the spring/summer mowing season.
2. *March 15* - One of the Hot Tub jets (nozzle) became loose and was found on the pool deck. *March 23* - Two jets replaced that had failed by the vendor.
3. Ongoing monitoring of the compactor. *March 21* - A propane tank found inside of the compactor. Removed and reported.
4. Ongoing monitoring and cleaning of Hot tub.
5. Ongoing Flag Repairs.
6. *April 19* - Pool cover removed. Began the process of cleaning and treating pool with chemicals for opening in May.
7. *April 22* - Outside shower for spa/pool turned on, cleaned and back in service for the season.
8. Pool open May 7, Ongoing monitoring and cleaning of pool.
9. *April 27* - Broken part on Elliptical machine handle. Part on order from Fitness Solutions.
10. Ongoing monitoring of retention pond. Keep exit drain clear of debris and trim grass along the bank.
11. Monthly bait stations check (Environmental Pest Control).
12. Ongoing lawn care around common areas.
13. Ongoing setup for rentals, cleanup and setup Club house back to standard functions.

14. Outdoor light near putting green not working. Replaced broken light fixture however, still not working. Working with board to find solution.
15. *April 29* - Emergency eye wash unit installed in pool room pump house.
16. *May 9* - Gateway controls on site for upgrades and installation of key card entry to compactor. Work still in process.
17. *May 20-30* Seasonal dumpster on site. Filled 30 yard dumpster three times in the ten days at the resort.
18. *May 20* - Heater for swimming pool failed. (there are two heaters for the pool) *May 26*- Koala pools replaced with new heater and hauled old unit away.
19. *May 23* - Annual window cleaning of building interior and exterior by Martha' Window Cleaning.
20. *June 5* – Repaired slide on the playground. Found on its side, screws torn off from the wood support.
21. *June* – New entry for compactor door. Locks added for large doors for recycling and hauling compactor to be emptied.
22. *June 13* – New cover for camera on west side of the guard tower. Special thanks to Don on the purchase and installation.
23. *June 20* – Fitness Gear tech on site for service inspection.
24. *July 5* – Irrigation system tested and bad heads repaired. Met with new vendor for service as needed.
25. *July 12* – Appliance Solutions tech diagnosed washer. Parts on order.
26. *July 19* - Appliance Solutions tech fixed washer/replaced bad springs to hold balance on washer.

27. *July* – Installed three cameras in club house.
28. *Aug 8* - Fitness Gear tech on site to check exercise bikes. Residents having issue with electronics malfunctioning. Found no issues.
29. *Aug 10* - Appliance Solutions tech fixed washer & dryer. Switches on units needed new wire and repair.
30. *Sept 1* – Four new recycle bins added to the maintenance yard.
31. *Sept 8* – Barron's heating on site for annual furnace inspection and service.
32. *Sept 12* – Met with irrigation vendor (New Heights North) inspected leaking in front of mail building and large lawn east of the pool for service and repairs.
33. *Sept 13* – Tree removal on the northwest side of the property. Dying tree causing concerns for potential damage.
34. *Sept 15* - Appliance Solutions tech diagnosed three machines in need of repair. Parts on order.
35. *Sept 21* - New Heights North (irrigation) on site for repairs in front of the mail building.
36. *Sept 23* - Seasonal dumpster on site through Oct 3.
37. *Sept 22* - Installed new LED underwater pool lights.
38. *Sept 22* – Fitness solutions inspection and service of exercise equipment.
39. *Oct 5* – Scheduled pool closure.
40. *Nov* - New Heights North scheduled to purge water lines.