

Jonathan Association Board Meeting – February 12, 2019

Attendance:

Justin Scharpen, Clint Prescott, Steve Dummer, Jeremy Landkammer Ely, Stephen Wolff, Chase Lundstrom

Gassen:

Carrie Maas – Property Manager
Steven Smith – Portfolio Manager

Absent: Kay Rothe, Judy Grosch, Amy Gruber

Open Forum: None

Call to Order:

6:34 pm

Designate Quorum:

6 directors present, 3 absent, quorum designated

Adopt Agenda:

Scharpen added item
E. CD Step Up under New Business
Wolff moved to approve the agenda as amended
Lundstrom seconded
5-0 Motion carried

Secretary's Report:

Wolff moved to approve the minutes as presented
Lundstrom seconded
5-0 Motion carried

Treasurer's Report:

- Wolff asked about the cost of fencing around the pavilion and how the financial report would document the insurance payment

Management's Report:

- Management outlined the upcoming annual meeting details
- Wolff asked about the delinquent accounts and confirmed that the first notifications letters will be sent out
- Management will provide the collection policy and delinquency list to the board members for review

New Business:

- A. Trail Improvement Bids

- There were inconsistencies in the square footage quoted by the three vendors, each used their own measurements
- Scharpen requested a report of expenses in the last five years to review the budget allocation for the trail system versus expenses

Wolff moved to approve the Plehal bid for \$148,110 to complete the trail improvement project

Dummer seconded

5-0 Motion carried

B. Pavilion Demo Bids

- The pavilion committee reviewed demolition bids and recommended Adam Brouwer Construction as a local vendor with the lowest cost

Wolff moved to approve the estimate for Adam Brower Construction for \$7,480 for the pavilion demolition

Landkammer Ely seconded

5-0 Motion carried

Board directive: Management to follow up on insurance claim before moving forward with demolition.

C. Resident Inquiry Template & Minutes

- Landkammer Ely asked to include covenants when responding to resident's requests for Association regulations
- Wolff asked to replace the use of I or we to The Association
- Management explained escalation process for resident requests
- Once edits are in place the resident inquiries template will be included in the policy handbook and will be incorporated into a FAQ on the website

D. 2019 Capital Projects

- Wolff asked for details and timelines for the capital improvements for 2019
- Juliet Park Master Plan scope of work went out to vendors for bidding, Norby and Southview both offered proposals
- Landkammer Ely will follow-up with Norby and Scharpen will approve documentation

Lundstrom moved to approve up to \$11,000 for a vendor bid with approved documentation

Dummer seconded

5-0 Motion carried

- Landkammer Ely will follow-up with Norby for clarifying details and Scharpen will approve documentation
- Management will put together a plan for the installation of Autumn Woods mailbox stations and will bring initial plans to the March board meeting
- Management will bring a plan for the retaining wall at the Eitel House for the March board meeting
- Emerald Ash Borer allocation will be deferred in 2019
- Eitel House allocation was not on the capital improvement list and should be added for the next meeting

- Management is working with the city of Chaska to update trail maps
- Management explained that they met with city officials and confirmed that the Association is responsible for the inspection of the five underpasses and will find a new vendor to complete the work
- \$21,100 in tree replacement is included in the capital improvements and the funds are not to be used for tree trimming
- The tree replacement in Clover was a separate expense

E. Step-up CD

Wolff moved to step-up CD 91674

Dummer seconded

5-0 Motion carried

Old Business:

A. Trail Maps – tabled until March

B. Historical Markers – tabled until March

C. Eitel House

D. Millpond Culvert

- Management has not heard back from the city attorney, will follow up with Hellmuth

E. Jonathan Gardens

F. Juliet Park Master Plan

G. Sagewood & Future Developments

- Management has not heard back from DR Horton, will follow up with Hellmuth
- Wolff, Landkammer Ely and Lundstrom will draw a map to outline areas where future developments would be invited to join the Association
- ARC should be notified about new developments in the Fieldstone

H. Cluster Mailboxes

I. Clover Ridge Entrance

- Lundstrom received concept plans and included the scope of work in the Nordby Landscape Architect proposal

J. Pavilion

- Wolff detailed the plans for demolition and Management is seeking proposals from architects

K. ARC approved colors

- The ARC committee met to discuss paint colors to be used throughout the Association and brought samples for review

Wolff moved to approve paint codes Downing Sand SW2822, Downing Earth SW2820 and alternate base color Roycroft Mist Gray SW2844 as provided by the ARC committee

Lundstrom seconded

5-0 motion carried

L. Acorn Park in AW – Tabled until March

Adjourn

Dummer moved to adjourn

Lundstrom seconded

5-0 motion carried

7:58 pm