

HOLIDAY PARK CONDOMINIUM NO. 1 ASSOCIATION
MEETING MINUTES
BOARD OF DIRECTORS MEETING

Date: Wednesday - October 23, 2019
Time: 7:00 PM
Place: Association Clubhouse (5757 Washington Street)

Present at meeting:

President	James Carney	Director	Karen Gray
Secretary	Arlene Giczkowski		
Property Manager	Omar Hazien, Archstone		

Call to Order

The Annual Meeting for Holiday Park Condominium No. 1 Association, Inc. was held on the date, time and at the place set forth above.

Approval of Previous Meeting Minutes

Minutes from the March 20, 2019 Annual Meeting & Organization Meeting were read, reviewed and approved by Arlene Giczkowski.

Property Manager Report

Collections/Financials

- Only 1 major delinquency remaining (down from over 50%)
- Best financial position for Association, due to strict collection procedures & application reviews
- A lot of projects left, but we are heading in the right direction

Roofing Project

- Association has held off on any major projects until the roof replacement has been completed
- Final building will be starting on Tuesday, October 29th
- Permits have been approved & unit inspections have taken place already
- Once the roof is complete, Association will be replacing any concrete sidewalk that is a tripping hazard on the East Side of the property

Waste Management Contract

Holiday Park's Waste Management contract was to lapse by the end of the year and had received a new contract. The terms were more favorable than the current contract. Currently, the Association is paying \$1,144.17 for the trash to be picked up twice a week and \$94.45 for the recycling to be picked up once a week, totaling \$1,238.62 a month. The new contract was priced at \$843.75 for the trash & \$94.45 for the recycling, which totals \$938.75 a month (approximately \$300 savings). The contract was for 36 months & included a 4% annual increase of about \$40 per month. Due to the savings, Jim made a motion to proceed with the new 3-year contract from Waste Management at a proposed amount of \$938.75 per month. Karen 2nd the motion & the motion passed unanimously.

Karen noted that the recycle bins were always filled and needed to be picked up more often. Omar will be receiving a price from Waste Management to increase the recycling to twice per week.

Preliminary Review of the 2020 Proposed Budget

The draft of the 2020 proposed budget for the Association was provided to the Board of Directors. Omar reviewed some key items/changes on the proposed budget including:

- Maintenance remaining the same
- The special assessment is to end in February of 2020
- Bad Debt expense has drastically decreased with only 1 major delinquency left
- Utilities were based on the 2019 Year to Date average
- Water has increased due to the increased amount of occupied units & increase in price from City
- The lawn contract is increasing \$100 per month starting January 2020
- Repairs & Maintenance has increased drastically to absorb new projects (skylights, lights, drainage, etc.)
- The roof replacement will be completed by the end of 2019

The Board of Directors had no comments or concerns with the Budget as proposed. Omar noted that Management will send out the notices by the end of the week and that the Budget Meeting was set for November 13th at 7 PM.

Project List

The Board of Directors reviewed a list of projects they would like to complete in 2020 after the roof replacement is completed. The project list included: Painting & Sealing Hallways, Replacing the Skylights, Installing a New Gutter System, Repairing Roof Soffits, Replacing 3 French Drain Systems in Parking Lot, Replacing Parking Decals, Painting the Back Wall, & Installing New Parking Lot Lights on the North End of the Property. The Board of Directors reviewed these items and prioritized them as follows:

- Replace Skylights
- Paint Hallways
- Replacing Collapsed French Drain Systems
- Installing New Parking Lot Lights on North End of Property
- Installing Gutters & Repairing Soffits

It was noted that the projects would have to be broken down by building for cash flow reasons.

Omar presented a bid from General Facility Management to pressure wash and paint the back wall. The proposal was for \$2,880.00, including materials. The Board of Directors also reviewed paint colors for the back wall. The Board of Directors decided on ColorTop Sandstone Color. Jim made a motion to approve the proposal as submitted with the Sandstone Paint Color. Karen 2nd the motion and the motion passed unanimously.

Other New Business

There was no other new business to discuss.

Question & Answer with Residents

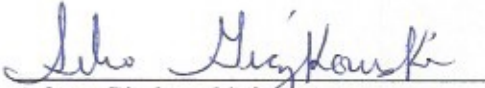
No questions were asked by the residents. Residents attended the meeting to pick up parking decals and/or a key fob for the common areas.

Adjournment

A motion was then made by Jim Carney to close the meeting. The motion was 2nd by Arlene and the motion passed unanimously. Meeting adjourned at 7:34 P.M.

Note: The Board of Directors held a closed session meeting with their Legal Counsel to review open legal items prior to the meeting at 6:30 PM.

Read & Approved:


Arlene Giczkowski, Secretary