

Leawood Townhome Association 10/18/2017 HOA Meeting Minutes

I. Call to Order

Michael Shaw called the meeting to order at 7:10 p.m.

II. Board Members Present

Michael Shaw, Tom Monahan, Cheryl Welding, Heidi Kulas, Bill Cox, Ashley Ellen Carey and Anne Ream

III. Non-Board Members Present

Kathy Betts

IV. Agenda Items Discussed

- a. Lawn care / snow removal bids were scheduled to be voted on at the 10.18.2017 HOA meeting. However, this will be voted upon prior to the next HOA meeting scheduled on 11/20.

On the weekend of October 14th and 15th, the Leawood Townhome Association solicited bids from six contractors for lawn care and snow removal. A vote was not taken at the 10.18.2017 HOA meeting given the Association was awaiting receipt of all bids.

We anticipating receipt of all bids from the contractors no later than November 3rd, of which at that time, the Board will review and vote upon via email.

Moving forward, a list of contractors will be collected and saved for bids in future years.

- b. Update on the preparation of the one, two and three year budget and capital budget for siding.

On October 9th, four Board Members, Kathy and Aaron Wilson with Platinum Edge Home Solutions (the contractor) all met to review each homeowner's unit for siding damage. Each unit was assessed and ranked in severity of damage and a budget will be prepared based upon the findings. The Board anticipates receipt of the information from the contractor prior to the next Board meeting scheduled on November 20th. The budget will be completed after the information has been analyzed.

- c. Provide an update on the insurance claims filed from the June and July storms.

When evaluating the siding damage on each homeowner unit, it was discovered that building permits were not obtained on work that was already completed on two of the units from the June storm damage.

Kathy (with PJ Morgan) reached out to the contractor (Zach with Transformations), who performed all the work on both units. The former HOA President, Bill Collins, whom was acting as the General Contractor at that time, had hired Transformations to perform the repairs on these properties. Zach (the contractor) had informed Kathy that building permits were not necessary on repairs. After consultation with Dianne at the City of Bellevue, this proved not to be the case.

The City of Bellevue is going to put "cease work" notices on each of the properties, and no further work can be completed until the proper paperwork and permits are issued by the City. The City of Bellevue had also informed the HOA not to pay the contractor until the Association gets a green light from the City that the proper steps have been taken, completed and pass inspection.

It was also discovered that the former HOA President failed to follow up with a contractor to perform repairs on a few of the roofs that were damaged in the storm on the north block. Kathy with PJ Morgan is now working with a contractor to have the repairs completed.

- d. Moving forward, two co-signers will be on file with First National Bank of Omaha on the Certificate of Deposit. The former HOA President was previously the sole co-signer on the account prior to approval of a new Board.
- e. Bill Collins, the former HOA President, has yet to turn over all documents associated with the HOA. Numerous attempts have been made to retrieve this information. Given his lack of response, the Board has elected to have an attorney send a letter requesting that he relinquish all documentation to either a Member of the HOA Board or to Kathy Betts with PJ Morgan. If this does not work, our next step will be to take him to court.