



# PCS HOA Board Meeting

## Minutes (08-15-16)

**Meeting Start** – 6:31pm

**Board Attendees** –

- Bryan Kopp (President)
- Mike Morgan (VP/Grounds & Maintenance, Codes & Covenants)
- Paul Jimenez (Director/Website)
- Rick Bierwagen (Director/Secretary)
- Dan Bisher (Director/Treasurer)

**Guest Attendees** –

- Ed Daly (Past Board Director/Treasurer)

**Topics Discussed**

**Treasurer's Report** -

- Report was presented by Dan Bisher and was approved unanimously by the Board.
- Financial Report –
  - Primary Account -

Beginning Balance 7.1.16	\$ 68,410.18
Receipts	\$ 1,044.82
Disbursements	<u>\$ 5,846.10</u>
Ending Balance	\$ 63,608.90
  - Reserve Account –

Beginning Balance 7.1.16	\$ 30,242.98
Interest	<u>\$ 6.30</u>
Ending Balance	\$ 30,249.28
  - Bank Account –

Beginning Balance 7.1.16	\$ 1,381.44
Deposit	\$ 0.00
Withdrawal	<u>\$ 14.97</u>
Ending Balance	\$ 1,366.47
  - Total Balance 7.1.16 \$ 95,224.65
- Ed Daly (Committee Member) continues to work on the delinquency accounts. A detailed report is provided to Dan Bisher each month. All other Board members are provided with a summary each month.
  - In July a total of \$378.82 in late assessments was collected.
  - The YTD collection amount is \$4,267.73.
  - A separate breakout of late assessments will be provided going forward on the Board financial reports.
  - The Board approved the use of prior collected amounts to be utilized for future collection activities.

- A copy (e-mail) of any payments made will be sent to all Board Members by Dan Bisher. The only unpaid invoice currently is \$102 owed to the Barklage Law Firm for the easement recording.
- The D&O (Directors and Officers) liability policy has been paid.
- The Treasurer (Dan Bisher) has now been bonded.
- A clarification of the two invoices from Putnam for tree removal was made. One charge of \$750 is for the tree on common ground near the intersection of Bridgeport and Lakemont, which was completed on July 11. The other \$750 is for a tree removal in the backyard of 6 Elmwood Court, which has not been completed.
- The Missouri Registration Filing of \$21.25 has been made. This is a 2-year renewal.

### **President's Report**

- A meeting to discuss the 2017 HOA budget has been scheduled for Monday, September 19<sup>th</sup> from 6:30 - 8:30pm. The goal is to have a final budget ready by November.
- Next two subdivision events (Fishing Derby and Subdivision Garage Sale) were discussed at length.
  - The Garage Sale will remain as scheduled on September 10<sup>th</sup>. Another date for 2017 will be considered during Budget Meeting. One resident requested another date. However, the September 10<sup>th</sup> date has already been published and this date has been used for the last 3 years.
  - The planning for the Fishing Derby scheduled for September 17<sup>th</sup> has been completed. Board Members need to arrive by 8:00am for the official start of 9:00am. The lake is to be stocked on September 14<sup>th</sup>. The age groupings are 0-7 years, 8-12 years and 13-18 years. Each grouping will have three prizes (\$15 Gift Cards): 1. First Caught, 2. Longest Caught and 3. Most Caught. All age categories except 0-7 years must catch fish. The estimated cost is \$760. The budget has been increased by \$10 from \$750.
    - ✓ Gift Cards: 9 @ \$15 = \$135
    - ✓ Fish Delivery: \$150
    - ✓ Fish \$475
- The HOA has been invited to participate in the Fall Festival held by Life Springs Community Church, which will be held on October 29<sup>th</sup> from 1-4pm. The Board has agreed to only announce this event via the nextdoor.com website and future PCS-HOA Newsletter.
- Bryan Kopp has been contacted by the Rascal Baseball Organization to consider a Night at the Ballpark for residents of PCS. Special pricing would be provided. This new potential event will be discussed at the 2017 Budget Meeting.
- Two issues reported this month: 122 Park Charles North for non-running vehicles in yard, and 7 Glenview for feeding of raccoons. Both have been reported to St. Charles County Enforcement Division via letter.
- Newsletter is in process.
- The PCS HOA website has had over 3,600 visitors this year. 485 were recorded in July.
- The Nextdoor.com site supported by Ken Voss (former PCS HOA President) has been requesting list of new residents to determine if access to this site is appropriate. The Board voted to not provide at this time. Bryan Kopp will discuss further with Ken Voss. Since a link to Nextdoor.com is available via the PCS HOA, site it was voted to include a disclaimer that the PCS HOA is not responsible for the content of Nextdoor.com.
- The situation with the potential wedding/banquet facility off of McClay Road remains in a state of flux. It was determined by the Board that any involvement would be at an individual level only.
- During the 2017 budget discussions, the potential purchase of additional trash cans around the lakes will be addressed. The cost is estimated at \$600 each. A means to secure them must also be determined.

### **Secretary's Report –**

- The minutes for the May 9<sup>th</sup> and June 11<sup>th</sup> Meetings were approved.
- Rick Bierwagen will send all Meeting Minutes from May - July to Bryan Kopp and Paul Jimenez in a PDF format so they can be added to the PCS-HOA website. Minutes prior to May 2016 will be provided by Bryan Kopp.
- The monthly Board Financial Summary will become part of the Meeting Minutes going forward.

### **Grounds & Maintenance Report –**

- Mike Morgan stated that no Code or Covenant issues have been reported this month.
- The cost of repairing the monument at Park Charles Blvd/Howell Road has been determined to be \$13,254. The Board is working with State Farm Insurance to resolve. The sequence of addressing this issue will be to repair, add electric service, install flag pole and lights, and redo landscaping.
- The monument across the street on Park Charles Blvd/Howell Road also has a cracked foundation and needs to be repaired. All other monuments are in good shape.
- Mike Morgan continues to work on the removal and donation of the snow sleigh located in the HOA shed. This needs to be removed due to the need for additional storage.
- The purchase price for a Gator vehicle remains at \$7,484 and approval to purchase was voted on by the Board. The Board approved an expenditure of \$8,000. It is expected the vehicle will be purchased by October. Due to the amount, City & Village will need to generate the check.
- A new company has submitted an unsolicited proposal for lake maintenance. There are no plans to entertain a change in vendors.
- The 4-foot fence at 57 Weatherby has been approved by PCS HOA Board and St. Charles County Planning and Zoning Board.
- The 6-foot barrier fence at 41 Weatherby has been approved by PCS HOA Board and St. Charles County Planning and Zoning Board.
- The pool installation at 437 Lakehill has now been approved by PCS HOA Board and St. Charles County Planning and Zoning Board. The setback was changed from 5 to 20 feet.
- The owners of some of the condos on Park Charles South (old subdivision pool site) have reported seepage from the lake dam. It appears it is not seepage but drainage issues. This would be the responsibility of the condo owners to resolve.
- The median curbs at 49 and 59 Park Charles Blvd North need to be repaired. St Charles County is responsible and has been contacted.

### **Web Site Maintenance Report –**

- Paul Jimenez obtained 47 maps of the subdivision. These are being provided as a historical record and are being provided at no cost to the PCS HOA. The maps were produced in an easy format for electronic transfer (PDF) and will be added to the data storage available via 1&1 web services.

**Meeting Ended – 8:37pm.**