



## **DUFFERIN PARK HOMEOWNERS ASSOCIATION**

### **Minutes of the Annual Meeting February 22, 2005**

Pursuant to notice, the annual meeting of the Board was held on February 22, 2005 at the Prior Lake High School.

#### **I. CALL TO ORDER – 7:03pm**

##### **Introduction of Board members:**

Board members in attendance

Alison Anderson, President  
Greg Lind, Vice President

Review of agenda

#### **II. ESTABLISHMENT OF A QUORUM/ROLL CALL**

\_\_\_ including proxies-quorum not achieved.

According to Article III, Section 4, a vote was held to continue without quorum approved.

#### **III. APPROVAL OF MINUTES**

1. Call for motion to approve
2. Call for second to approve
3. Minutes were approved

#### **IV. REPORT OF OFFICERS**

##### **Updates:**

**Collection Policy:** New policy implemented over the last year. The new policy showed significant reductions in past due accounts and past due multiple-year accounts as well as a reduction in the total A/R balance as shown below:

# New Collections Policy

## ■ 2003

- 65 Past Due Accounts
- 24 – 2 or more years
- \$3,641 A/R Balance

## ■ 2004

- 41 Past Due Accounts
- 10 – 2 or more years
- \$2,127 A/R Bal (@2/15)

- 3 Notices were sent and late fees applied
- 24 Accounts to Attorneys

Board agrees to continue policy in 2005.

Questions arose pertaining to the filing of a lien for those homeowners with significant outstanding balances (defined as multi-year past due balances).

A specific concern arose pertaining to the "collections" efforts burdening this particular new homeowner who inherited the past due balances of the previous homeowner. This homeowner claims to have spent 2 months acting as the collection agent on behalf of the DPHOA.

Question: Why isn't the title indicated as a homeowner's association member?

Answer: It should be. If it isn't, the title company didn't due their due diligence. The Board is trying to resolve this, but it is difficult and time-consuming process.

**Landscape Maintenance:** The Board selected a new vendor due to dissatisfaction with the previous vendor. The new vendor selected is:

Rome's Landscaping  
5849 Dufferin Drive  
952-201-4644  
Rome'slandscaping@msn.com

The Board also prepared a "**common area inventory**" document that describes each of the monuments and common areas, including a checklist of what we expect to be done for each common area. The vendor was selected due to the proposed completeness (based on the "common area inventory" document) and affordability of the bid provided.

There were two vendors who submitted bids.

A specific homeowner voiced concern about this, or any, vendor potentially causing unintentional harm to that homeowner's plantings/landscaping due to lack of communication/understanding.

Additional discussion surrounded the possibility of having affected homeowners (with monuments) volunteer to maintain their owned "common areas". Concerns arose surrounding the enforcement of a "standard" or "guideline" if homeowners were negligent or inconsistent.

Additional discussion ensued surrounding Rome's Landscaping's previous experience. The Board replied by noting that the vendor was put to a "test" by hiring them to perform a specific task that the current vendor refused to perform. The task was performed and the experience was exceptionally positive.

An agreement was made as a group that a notification should be sent out to all homeowners to invite them to an all-hands meeting next time we are considering changes to landscaping vendors/plans.

For the coming season, the Board will attempt to coordinate a meeting whereby affected homeowner's have the opportunity to speak with the landscaping vendor to address any concerns they may have prior to starting the landscaping process.

There were three specific common areas that required attention in 2004.

### **Management Company Status:**

The management company selected last year (Wensmann Management Company) has been selected to continue in their capacity for 2005 under the same terms previously negotiated.

This decision has reduced the "management fee" from ~\$10k/year to less than \$4k/year.

### **Lighting of Monuments:**

Added lighting to the Bridgewater/Hanrehan Monument

Added holiday lighting to the Dufferin/Cty Rd 27 Monument and Bridgewater/Hanrehan Monument

Agreed with the city to maintain the Dufferin/Overlook Community Corner.

### **Website Updates:**

General discussion was held surrounding purchase of [www.dufferinpark.com](http://www.dufferinpark.com) domain name and intent to buy a hosting service so that we no longer have banner ads on our page. It was suggested that if this were done, a general e-mail address could also be made available so that homeowners wouldn't have to keep using different contact information as board members change.

It was also requested that we place specifications on the web site for mail box repairs and replacements. Homeowners remarked that they really like the plaques.

#### **V. FINANCIAL REPORT**

See annual report mailing for details

#### **VI. ELECTION OF TWO MEMBERS TO BOARD OF DIRECTORS**

Greg Lind will take position of President upon the completion of Ali Anderson's 3 year term. Rod Kruse and Tom Wolf were both nominated to fill the current open board positions and elected by a unanimous vote of all homeowners present. Ali Anderson was also nominated and unanimously elected to position of Special Projects Committee Chairperson.

#### **VII. OLD BUSINESS**

Issue raised regarding covenants and fine structures. The board reiterated information from research done in the past regarding the extent of participation necessary to affect such a change. No action items were assigned from this discussion.

#### **VIII. NEW BUSINESS**

Speeding on Dufferin Drive was also raised as an issue. The homeowner was instructed to present a complaint to the city with a petition for speed bumps.

#### **IX. ADJOURNMENT      **9 pm****

Respectfully submitted,

Gregory Lind,  
Vice President (acting Secretary)