



**Welcome Dufferin Park Homeowners
February 7th, 2006**

President – Greg Lind
Vice President – Tom Wolf
Secretary – Rod Kruse
Special Projects – Ali Anderson



DUFFERIN PARK HOMEOWNERS ASSOCIATION

**Minutes of the Annual Meeting
February 7, 2006**

Pursuant to notice, the annual meeting of the Board was held on February 7, 2006 at the Prior Lake High School.

I. CALL TO ORDER – 7:01pm

Introduction of Board members:


Board members in attendance

Greg Lind, President
Tom Wolf, Vice President
Rod Kruse, Secretary
Alison Anderson, Special Projects

Review of agenda

Annual Meeting Agenda

<ul style="list-style-type: none">■ REGISTRATION■ CALL TO ORDER■ ESTABLISHMENT OF A QUORUM/ROLL CALL■ APPROVAL OF MINUTES OF THE PRECEDING MEETING(S)■ REPORT OF OFFICERS<ul style="list-style-type: none">■ Collections Policy■ Landscape Maintenance■ Mailbox Inventory■ Management Co.■ Lighting of Monuments■ Website Updates■ Survey results*■ City Trail Proposal	<ul style="list-style-type: none">■ FINANCIAL REPORT■ 2006 PROJECTS ■ ELECTION OF ONE MEMBER TO THE BOARD OF DIRECTORS ■ OLD BUSINESS■ NEW BUSINESS ■ ADJOURNMENT
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II. ESTABLISHMENT OF A QUORUM/ROLL CALL

45 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 in 2004. The policy showed attorney actions over past year and marginally increased A/R balance from the first year of collections:

Collections Policy

- | | |
|-------------------------------------|-------------------------------------|
| ■ 2004 (1st Year) | ■ 2005 (2nd Year) |
| ■ 41 Past Due Accounts | ■ 37 Past Due Accounts |
| ■ (10) – 2 or more years | ■ (11) – 2 or more years |
| ■ \$2,127 A/R Balance | ■ \$2,411 A/R Balance |
- **Qty of 3 Notices were sent & late fees applied**
 - **11 Accounts to Attorneys (2005)
(down to 4 as of today)**
 - **3 Accounts going to court in 2006 (from 2004)**



Board is committed to continue policy.

Questions arose pertaining to the process of collections. Suggestion from the floor was made to contact past due accounts by phone and door to door. It was reminded that realtors have been contacted and advised of HOA status. Explained that when we are notified of new owners, welcome letter is sent "Human contact" would be nice.

Cul-De-Sac & Landscape Maintenance: The Board reselected our existing vendor due to many positive comments during the year.

Rome's Landscaping
5849 Dufferin Drive
952-201-4644
erome@integra.net

The Board also displayed the "**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.

Common Area Inventory

This monument has evergreens, some perennials and various tree species. There are full annual beds as well as one of the only two lawn areas in our inventory. Mulching and annual flowers are required. Weeding and pruning of the annual beds and shrubs is expected to keep the sign from being obscured and the general area from appearing overgrown. Automatic sprinkler system is functional on this monument and controller for system is located behind this monument

- ✓ Evergreens
- ✓ Perennials
- ✓ Weeding Required
- ✓ Pruning Required
- ✓ Mulch Required
- ✓ Annual Flowers Required
- ✓ Lawn Care Required (mowing, fertilization, aeration)



Common Area Planting Replacements

- **Ottawa/Dufferin Monument Island:**
Rock Replacement
- **Riverwood Cul-de-sac Island:**
Rock Replacement
- **River Oak Place (Woodlands) monuments:**
Received an upgrade, tree removed!



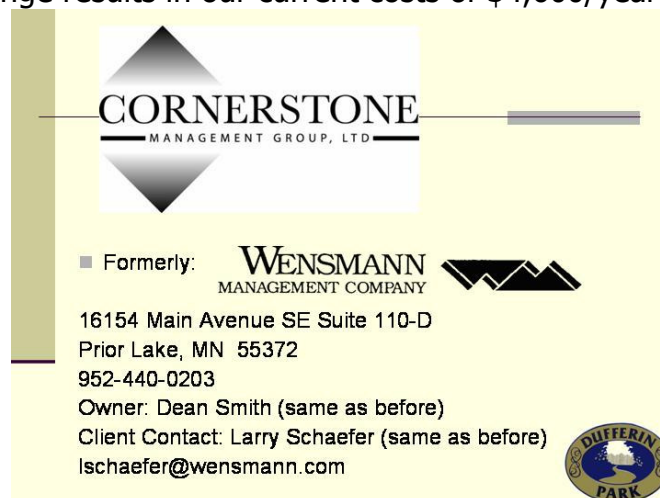
Community Improvements 2005/2006: Landscape improvements were presented of lighting, monument clean-up and rock replacement in cul-de-sacs.

Mailbox Inventory 2005: Discussed mailbox inventory was conducted and 90% completed. Announced intention to replace mailboxes and newspaper boxes and will require property owner authorization.

Comments arose regarding Association responsibility vs Homeowner responsibility. We presented that the Association wants to take ownership of this going forward. Clarity was explained regarding intention to phase in the plan, with approximately #150 boxes per year, make a minor increase to annual dues, and that posts would not be replaced unless proven to be structurally rotted. Request to also replace Dufferin Park medallion. Response is that investment would be made to replace these with a permanent solution that will last. Comment was raised that association has not notified homeowners of their responsibility to replace mailboxes up to specifications, and that a mailing should go out. Response was to re-cap annual mailing sent, reference to web site, and how to find information. Board also reiterated that the intention is to obtain permission to be proactive and replace them over time. Bids will be sought to affect the installation.

Management Company Status: Management Company stays intact. We are pleased with their performance. They are changing their name, but no other changes will take place. We will continue working with Wensmann, now Cornerstone.

Over the last 7 years, the costs of the management company started at \$7,800/year, then changes were made resulting in nearly \$10,000/year. Unhappy with those results, the most recent change results in our current costs of \$4,600/year.



Lighting of Monuments:

- Added lighting to the Ottawa / Dufferin Monument
- Added holiday lighting to the Ottawa / Dufferin Monument
- There is discussion of adding new monuments or adding lighting to more monuments.

Common Area Improvements

- Ottawa/Dufferin Monument Lighting
 - 11 Commercial Fixtures
 - 3 Structures (incl. Island structure)
- Holiday Lighting
 - Dufferin/Cty Rd 27 Monument
 - Bridgewater/Hanrehan Monument
 - Ottawa/Dufferin Monument



Website Updates: New look and feel completed to make it easy to manage and maintain, has inexpensive annual fees for domain name and hosting. Examples of information hosted on website were provided and how to obtain access to it. Website was brought up onto screen to show how information can be accessed.

Website Updates

<http://www.dufferinpark.com>



Survey results: 12 questions requesting feedback on hot topics. Survey was intended to provide feedback for decision making on future issues. 12.4% return was received which is an excellent measuring stick to gage the entire development.

Summary as follows:

- 97% agreed that the Association is of benefit.

- 60% or more have looked at our web site.
- 80% of respondents were aware of improvements that have been made in the community.
- 80% agreed that increase to \$40 per year is reasonable.
- 60% said they would support an increase in fees of some kind to support replacement of mailboxes. 10% did remark that they felt it wasn't a good idea.
- 35% said they would support an increase in fees to fund covenant enforcement and consolidation. These results were very mixed; majority indicated they would not support this.
- 67% indicated that property owner should be notified and fined for covenant violations. Members were reminded of the covenant violation notification process and fees.
 - ❖ #1 issue was boat trailers, snowmobiles, campers etc in driveway was voted as 33%.
 - ❖ #2 issue at 20% were concerned about plantings
 - ❖ #3 issue at 14% were concerned about mailboxes and fence uniformity.

Association members were reminded that we support a complaint based system and that it is our responsibility to report violations. It was reported that 100 violation letters were sent in the last year. More information will be available when the survey results are published on our website.

- 60% agreed that our communication has improved over the years.
- 79% indicated they would not be interested in participating on the board.

Trail Plan presentation by Jon Allen, City Forester: Emphasized that this is a plan, intention was to connect north and south side of river. Ideally it will ultimately connect over to 27. Options proposed are a boardwalk/bridge trail along the river bed, also a 5' concrete sidewalk along Edgewater Dr or an 8' bituminous trail from Hanrehan Lake Blvd to the river bed. Recommendation was made at prior Park & Rec commission meeting to not pursue the grant to move forward with boardwalk alternative \$200k-\$250k for 1/4mi is cost prohibitive because it involves the construction of a bridge that doesn't impact the wetland. Factors include access, cost, timing and a lot of complications disrupting wildlife corridors. Park & Rec commission recommended to not pursuing this option. Some residents also do not want the disruption near their property. The city is still reviewing other options. New development underway south of the river will already provide access. "Envision Savage" reinforced trails, wetlands and access to these spaces. It is inevitable that trails and sidewalks of recreational nature will be built. The current trails under consideration are more passive trails for wild life viewing and passive use. A 5' sidewalk was indicated as an alternative on Edgewater Drive and has not been determined to be which side it would be constructed. New development would make sidewalk a higher recommendation due to increased traffic from Walnut Woods. This is as yet undetermined. It was reiterated that the visual representation provided is an approximate corridor and a "study". Main goal is to tie into the common trails of Savage. It also provides opportunities that don't exist today to access to a wildlife area for passive viewing. Sidewalk along Hanrehan Lake Blvd south of Dufferin entrance is expected with new development. It was

confirmed that Walnut Woods will be single family dwellings. DNR cost share Grant application can only be used for the boardwalk trail, not sidewalk or transportation use options. Deadline for grant is Feb 28 which we won't meet this year, so no construction will occur this year. As of today this is not on the council agenda. Question was raised about surveying done by Scott County. This was for watershed purposes only. Bridge would require 3' above flood elevation. It would thus be about 7' above Credit River and due to handicap requirements would then need a very long span to accomplish it structurally. Trail if constructed would be designed to withstand flooding.

V. FINANCIAL REPORT

See revised annual report mailing for details available on the website.

VI. ELECTION OF TWO MEMBERS TO BOARD OF DIRECTORS

One 3-year term is open upon the completion of Greg Lind's service as President. Kris Kruger was nominated for new board seat. Kris accepted nominated, Motion was made to close nominations, seconded, so approved. White ballot was motioned, seconded and approved by unanimous vote; Kris was approved as our new board member. Ali Anderson will continue to serve a position as Special Projects Committee Chairperson. Greg Lind was nominated & unanimously elected to serve as the Communications coordinator and Webmaster of the Dufferin Park website.

Board Position Job Descriptions

- President
 - Property Management Co issues
 - Financial management
- Vice President
 - Landscape vendor management
 - General landscape issues
- Secretary
 - Meeting Minutes
 - Homeowner issues resolution



VII. OLD BUSINESS

No Old Business

VIII. NEW BUSINESS

- Watering schedule on Cty Rd 27 and Dufferin Dr does not conform to city requirements of every other day. This will be remedied.
- Request to update pricing for garbage service and suggest to city council that garbage service is only allowed one day a week. Cities of Apple Valley and Lakeville subscribe to this.

- Confirmed that HOA is not currently taking a position on wildlife trail development.
- Issue of trailers, boats, vehicles being left on driveways for extended periods of time. Grievance was declared and requested to comply and support covenants.
- Some discussion was made regarding City ordinances vs covenants. Question was raised, what to do with these recreational vehicles if they have them already? Suggestion was third stall of garage, professional storage, or put recreational vehicle in garage and park car in driveway.
- Speed limit on Bridgewater Drive was raised as to how to address this. Any city council meeting will provide a public forum to request a study on street. You must have signatures of more than 50% of the people affected. Counters and speed detectors are placed to determine if there really is a problem. Based on that, a decision is made.
- 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 8:50 pm

Respectfully submitted,

Gregory Lind,
President (acting Secretary)