

TREETOP PARK EXECUTIVE & OPEN BOARD MEETING MINUTES

Tuesday August 30, 2022

Virtual via Zoom

Trustees Attending Executive Meeting:

Kathe Scott, Karthi Subramanian, Din Han

Ex-officio: Keith Goodale – Reliable Property Management

Guest Attendees for SPS presentation only: Neha Garrity, Doug Miller

Post Executive Open Meeting was not convened

The meeting was called to order at 6:06 pm.

Agenda and Minutes from Executive Session:

1. Presentation by representatives of Schernecker Property Service (SPS)

Neha Garrity, represented the “Consulting and Planning Division” of SPS, focusing on financial and social considerations or “Wholistic Collaboration”. Doug Miller represented the “Production Arm” of SPS, focusing on the “Building Envelope. This encompasses the outer shell of the buildings in a HOA community (roofing, siding, outer decks etc.)

SPS discussed their process which includes 3 steps, which are performed and charged separately depending on the needs of the association.

1. Assessment of the “Building Envelope”. For a cost of \$2200, approximately 10 buildings are carefully evaluated to determine the current performance of the buildings (condition/deterioration of the siding, roofs,windows, decks) and a detailed report is delivered after approximately 2 weeks
2. Capital Planning is the next option for an additional \$3500 . This involves a thorough evaluation of the financial considerations and guidance on capital planning – identifying things such as what will the cost be to individual unit owners on a monthly basis, and different ways to finance the work.
3. With the final option SPS is chosen to do the recommended work. This cost would be determined by what work they would do. They stressed that they only work for HOAs. They have a large workforce and have had very few issues with labor and supply change issues.

Following the presentation The TTB board requested that SPS provide a written summary suitable for the board to evaluate and distribute to the community. They will do that. They also provided the website (<https://sps.solutions/>)

After SPS left, the board discussed the presentation, and expressed some concerns that their process duplicates some of the work already done with the Reserve Study, but may address the work to be done in the very near future – specifically the deck evaluation and replacement. Also some concern was expressed about the same entity doing long term evaluation and also being the contractor considered. Typically TTP gets several bids for any work and will not limit consideration to one vendor. Also, this process only addresses the buildings, not the grounds and other long term issues. However, the first step in the SPS process (\$2200) would be useful and will be discussed at the next board meeting after seeing the materials they provide.

2. Approve Minutes of July 26, 2022 meeting:

Board approved Minutes of prior meeting.

3. Approve Financials: All financial items on track.

Details online in Buildium Report. As of 07-31-22 show below:

a. Net Operating	≈ (\$14,847)
b. Reserves	≈ \$103,856
c. Accounts payable	≈ \$12,929
d. Accounts receivable	≈ \$2,772
e. Prepayments	≈ \$12,550

As of today, August 30, 2022:

Net Operating is \$23,220.73

Reserve is \$99,141 (Concord Group has been paid out of the Reserve)

Keith noted that the new accountant is working out very well, but there are still some issues that need to be resolved with updating all the information into the new Buildium software

4. Concord schedule

- a. Building siding etc. - Buildings 1 and 2 have been completed
- b. Several normal maintenance repairs have been completed

5. Painting buildings 1 and 2

- a. Will begin after Labor Day. Residents will be notified
- b. Will be done quickly if weather permits.

6. Decks

- a. Repairs will continue to be done as needed until a more thorough evaluation is done.
- b. A more thorough assessment and plan will proceed next year.

7. Welcome Booklet update

- a. Updated Reminders... vendors, trash rules, building mods (windows doors etc)
- b. Board will review and final update posted on website.

8. Stumpys – walkthrough to plan tree work this winter

- a. Keith will set up a date in the near future for this yearly assessment
- b. We will ask their advice on the problem arborvitae

9. Dryer duct update

- a. Unit owners not in compliance by September 1 will be fined.
- b. Fines will continue monthly until the work is done

10. TTP email.

- a. Karthi requested that Keith check email for sorting into appropriate folders
- b. Keith will notify the board when he responds to owner requests

The TTP Executive Board meeting was adjourned at 7:28 pm.

Respectfully submitted



Kathe Scott,
TTP Clerk
Unit #58

Upcoming TTP Board Meetings: via Zoom unless otherwise noted
Executive Session: 6:00 pm Post Executive Open Session: 7:15 pm
Tuesday September 27, 2022