STAR POINT CONDOMINIUM ASSOCIATION

Board of Directors Meeting
August 21, 2025, at 6:30 PM

Minutes

Call to Order
The meeting was called to order at 6:34 PM. Members present were Luiz Pinheiro, William Machemer, Maria Lechuga and Tina Lucido. Michael Black was absent. James Phifer and Jessica Lingenfelter, with ACCU, were also present. There were nine homeowners present.

Agenda
The Managing Agent made an amendment to the agenda, adding the Partial Roof Replacement under Old Business, as well as adding Insurance Inspection under New Business. With no objections, the agenda was approved with the amendments.

First Order of Business

A. **Association Foreclosed Unit:** The Board agreed not to take ownership of the underwater unit and will allow the bank to proceed with foreclosure. The bad debt will be written off at year-end, and James Phifer will confirm voting rights for this unit with legal counsel.

B. **Retaining Wall Project:** The Board is close to securing enough votes for the retaining wall loan and continues outreach to remaining non-voters. The Board also approved Hall Ryan's proposal for the retaining wall in the amount of $501,290, contingent on loan approval. Motion passed unanimously.

Homeowner Forum
Homeowners raised concerns about building trim/painting, the park fence, landscaping and snow removal, a community garden, retaining wall debris and signage, gutter cleaning, pest issues, and washer noise. The Board noted that painting has been added to the maintenance list, the fence will be addressed with the city, new landscaping and snow bids are being sought, and a garden proposal will be considered next year. Gutter cleaning and pest control proposals will be obtained, while the washer noise was deemed a homeowner-to-homeowner issue.

Minutes Approval
The minutes of July 17, 2025, were reviewed. Luiz made a motion, seconded by William, to approve of the minutes as presented. With no further comments from the Board or homeowners present, the motion was unanimously passed.

Management Report
Jessica provided the Manager's Report, which included updates on the number of tickets, violations, and work orders, as well as a summary of architectural requests and on-call activity.

Review of Financials

Jessica gave a financial overview of the May financials. Motion by Luiz and seconded by Michael to approve the financials. With no further comments from the Board or homeowners present, the motion was unanimously passed.

Old Business

A. **Honey Locust Tree Removal:** The Board approved Down to Earth's bid of $3,800 for removal of the honey locust tree and stump grinding. Luiz will sign the proposal and reach out to Down to Earth to let them know.
B. **Parking Issue & Towing Company:** The Board discussed ongoing issues with assigned parking and enforcement. Once the voting process is complete, correspondence will be sent to homeowners to confirm assigned parking spots and issue parking tags.
C. **Community Tree Pruning:** The Board approved Davey Tree's proposal for clearance pruning. A notice will be sent to the community regarding the upcoming work once scheduled.
D. **Maintenance & Insurance Chart:** The Board approved the updated maintenance and insurance responsibility chart. It will be posted to the community portal for homeowner access.
E. **Electrical Panel Policy:** The Board would like to adopt a new policy requiring replacement of outdated electric panels within 45–60 days, with proof of replacement provided via permit or photo. The policy will be adopted next meeting and a draft letter, and the policy will be sent to the Board for review prior to distribution to homeowners.
F. **Fire Alarm Deficiencies:** The proposals to address deficiencies identified in the insurance inspection were approved, and work is currently in progress.
G. **Partial Roof Replacement:** The Board approved Hall Ryan's bid to complete the necessary roof repairs for Building 10.

New Business

A. **Redesign Court at Sky Park:** Homeowner JoAnn Knutson shared her discussion with the city and the Parks & Recreation Community Programs Director regarding plans to address noise issues and the excessive number of balls coming over the fence, which has led to damage from children climbing it. The Managing Agent will follow up with JoAnn, and she will continue to communicate with the city reporting her findings.
B. **Snow Removal Company:** The Board reviewed several snow removal pricings from vendors. They approved moving forward to obtain a formal proposal from Environmental Landworks for snow removal services.
C. **Insurance Inspection:** An insurance inspector gained access to a unit and reported that the electrical panel had not been replaced, along with existing fire alarm deficiencies in the building. While panel replacement is a homeowner responsibility, the findings impact the Association due to overall building safety. As a result, the insurance premium increased until proof of compliance is provided for both matters. Management informed the broker that the Association is already implementing an electrical panel replacement policy to address the issue.

D. **Annual Meeting & Scheduling:** Annual meeting to be scheduled for September or early October, depending on board availability and notice requirements. Board agreed to hold annual meeting in person, likely in the courtyard.

Adjournment

There being no further business brought before the Board, Tina moved to adjourn the meeting at 9:08 PM, seconded by Luiz. With no further discussion, the motion carried unanimously.

Executive Session

The Board entered into an executive session to discuss account waivers and legal matters for collections at 9:09 PM. The Board exited executive session at 9:52 PM.

Executive Session Decision

The Board reviewed several delinquent accounts, including a payment plan request from account 37728672. Board member participation and attendance at meetings were also discussed. While several accounts are ready for legal turnover, action will be delayed until new legal counsel is selected to avoid splitting files. Contract approval is pending signature from the Board.

Adjournment

There being no further business brought before the Board, Michael moved to adjourn the meeting at 9:52 PM, seconded by William. With no further discussion, the motion carried unanimously.