

PARK PLACE OF ITASCA ASSOCIATION
BOARD MEETING MINUTES

Thursday, July 16, 2026
ITASCA Public Library
START TIME - 7:00 PM

i. Call to Order at 7:02 PM

ii. Roll Call

Board Members Present

Mike Bernstein

Marcia Weinstein

Carolyn Yesensky

Tom Holden

Kristan Limani

Larry Schweizer

Mike Wagner

Foster Premier Management Representative

Steve Tillinghast

iii. Treasurer's Report

June operating and reserve balances were reviewed, and no major issues were identified in the report. A few line items were flagged for clarification, including a maintenance contract and reserve income reconciliation.

A motion to approve the June financials was approved unanimously.

Operating-to-Reserve Transfer

The board discussed the auditor-recommended transfer of funds from operating accounts to reserves. Members decided to split the transfer between the main operating account and the Max Safe operating account to avoid depleting either account too heavily.

A motion to approve the transfer of funds was approved unanimously.

iv. Secretary's Report

No concerns or feedback noted for the June 18 minutes.

A motion to approve the minutes was approved unanimously.

v. Old Business

Patio Tracker

The board reviewed the patio replacement list and noted that owners had until August 15 to complete required work. Several owners had already received notices, and the board discussed escalating unresolved items through additional notices, fines, or legal action if needed. Board Members agreed the association should not recommend contractors directly, even though homeowners expressed difficulty finding affordable concrete work.

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Patio Tracker cont.

Enforcement Approach - The board discussed treating unresolved patio issues like other violations, with warning letters followed by fines. For severe or unresolved cases, members indicated the association could eventually step in and complete the work, then bill the owner. Specific addresses with damaged patios were deferred for further review, including executive-session discussion where appropriate.

2025 Landscaping

Management reported that the remaining 2025 landscape items had been reconciled against invoices and that only a little over \$4,000 remained on the list.

BrightView had not been responsive enough to revised invoice requests or status updates, so the board agreed to move the remaining tree-related work to Caesar.

The board also discussed dead trees, light pruning, and avoiding unnecessary small-scale trimming.

Motion made to hire Cesar for the 2025 and 2026 tree work, unanimously approved.

2027 Budget

Community signage is being reviewed to address inconsistencies. A proposal will be presented at a future meeting.

The reserve study remains on hold pending multiple updated forecasts, including IOC and siding estimates.

Coach Lights

The board was told that Choice Building Services had delayed the coach light installation and revised the start date to August 3 due to being overbooked.

Members were frustrated by the lack of communication, especially since lights had already been delivered and the project had been postponed more than once.

The board decided to proceed with ordering the remaining lights so the contractor could complete the work without further delay.

Windows

Several window proposals were reviewed, including proposals for units with active leaks or windows that had been previously missed. The board noted that some earlier contract pricing was no longer available because deposits were not received by the contractor's deadline. Members discussed the significant increase in project costs and agreed that revised pricing should be obtained while vendor comparisons continue.

A motion was made to approve quote #E992333 for 54 Bay Dr. in the amount of \$5,744.29 and quote #E995548 in the amount of \$2,920.56, less the \$280 permit fee already included on quote #E992333.

Six board members voted in favor, with one abstention. The motion was approved.

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Windows cont.

A motion was made to approve quote #E995552 for 135 Bay Dr. in the amount of \$3,552.49. The motion was approved unanimously.

A motion was made to approve quote #E995551 for 141 Bay Dr. in the amount of \$3,601.34. The motion was approved unanimously.

A motion was made to approve quote #E995546 for 143 Bay Dr. in the amount of \$2,012.14. Six board members approved, one abstained.

vi. New Business

Driveway and Walkway Inspection

The board and management completed a property walkthrough with A&A Paving to identify walkway trip hazards, driveway deterioration, root damage, and sinking near sewer areas. A&A Paving was asked to provide itemized repair options so the board can prioritize work based on budget. The contractor noted that some damage appears to be related to water runoff and drainage patterns rather than snowplow activity.

2027 Landscaping RFP

RFPs are to be sent to landscaping companies. The proposed scope includes spring cleanup, mowing, fertilization, edging, fall cleanup, and watering. The board discussed which companies should receive the bid package and agreed to keep the initial vendor list limited. Members also discussed preparing a similar RFP for snow plowing to possibly be part of the overall agreement.

Alteration Requests

The board unanimously approved a storm door request at 231 Bay Drive.

The board also unanimously approved the patio request at 381 Bay Drive.

vii. Homeowner Forum opened at 8:28 PM

One homeowner raised the issue regarding the status of their window replacements.

viii. Executive Session opened at 8:42 PM

Topics discussed include legal matters, violations, and fines.

ix. Reconvene at 8:55

x. Final Adjournment at 8:56