

## COUNTRY SQUIRE HOMEOWNERS ASSOCIATION

Date: May 12, 2025

**Opening and Acknowledgement of Visitors:** Genny Coburn, Gary and Donna Wilson, Gwen Deskins, Charlotte Solars, Kelsie Heckel

**Attendees:** Robin Shaon, Kay Patterson, Jackie Frakes, Linda Embrey, Beth Downing, Lynn Beggs, Mary Kay Lyle, Jessica Johnston, and Conrad Spaeth

**Minutes:** March 10th meeting minutes were reviewed. Jessica made a motion to approve. Kay seconded the motion, and it was passed. April 14th minutes were reviewed. Mary Kay made a motion to approve the minutes with the corrections. Linda seconded the motion. The motion passed.

**Treasurer's Report:** The monthly budget report was read aloud by Kay Patterson. The balance will be emailed to the board. Linda made a motion to approve the budget. Lynn seconded the motion. The motion passed. Kay also provided the auditors report and reported that the taxes had been mailed out.

### Questions and Concerns of Owners:

1. Charlotte Sollars: Charlotte had 5 racoons removed from the crawl space in her home. She was very concerned about the financial burden as well as the safety of herself and others in our community. The company that she paid to remove the raccoons did recommend that others in the neighborhood not leave out cat food because it is attracting the animals. Robin explained that the board did send out an email to the rest of the residents asking them not to leave out food. The city was also contacted, however there is not a leash law for cats. Charlotte also recommended a professional inspect all of the homes in Country Squire. Robin stated that she and Jessica had spent three hours recently walking and inspecting all of the properties.
2. Gwen Deskins: Gwen came to discuss the feral cats in the neighborhood. There are three male cats that are walking on fences and spraying them as well as flower beds and driveways. She recommended that if residents are going to feed the animals they also provide a litter box to help with the spraying. Gwen has removed her bird feeders in order to keep cats away from her property as well. Gwen also asked that the board consider updating the website as she feels the information is misleading. The board agreed and stated they had been working with the lawyer to discuss how to legally make the bylaws more clear. Finally, Gwen asked that her phone number be updated on the October contact list.
3. Kelsie Heckel: Kelsie came to find out what color her fence needs to be stained. The color is Cabot - honey teak. It can be purchased at Lowes. Kelsie also stated that her sister would be willing to rehome some of the cats in the neighborhood, and she can provide live traps to help with this.
4. Gary and Donna Wilson: They own the rental at 1403 43rd street. Donna asked about a work order that she had submitted regarding their front step separating from the front porch. Robin had the same thing happen at her home and she paid for the mudjacking. After discussion the board feels that this project will fall under the 50/50 rule and the HOA will pay for half of the work after the Wilson's pay their portion. Robin is going to look for the name of the company who did her step. She will reach out to Kay with the company name. Kay will also reach out to Josh for a bid. The Wilson's also asked about the color of their window trim. The HOA will provide the paint and the homeowners are responsible for the work. Robin provided Conrad's number to the Wilson's.
5. Genny Colburn: Genny would like there to be a point person to help residents better understand the rules of the HOA. She has noticed several white doors and windows, as well as an antenna

on a resident's roof. She is also concerned that renters do not take care of their property as well as homeowners.

**Old Business:**

**5/6/2025 - via email - Kay emailed YTD budget to the board**

**4/21/2025 - via email - Beth received an email from Bruce Kneib regarding landscaping rock.**

Robin sent an email letting him know this is the responsibility of the homeowner.

**4/22/2025 - via email - Robin sent an email to the board regarding trees and drainage. (Kay, Mary K, Beth, Jessica and Lynn voted Yes)**

Jackie walked around with Ed Jenkins. He has most of the trees taken care of on our list, just a few more.

There is a drainage problem at 1217 43rd, across from the clubhouse. Ed noticed it, causing problems for his mowers. He can fix it for \$200. Robin spoke with Conrad, showed him the picture, and explained what Ed wanted to do. He confirmed that's what needs to be done. Robin asked Conrad if he was ok with letting Ed take care of it, and he is.

Robin spoke with Phyllis G. about her garage door seal. Phyllis misunderstood what we asked her to do. They fixed her seal by adding more nails to eliminate the buckling. Weaver Garage Doors charges a standard fee for just coming to look at the problem, and would have charged Robin the same just to look at hers. Robin will have Conrad take care of her door. (\$125.00 service fee)

Phyllis is not expecting the HOA to pay the service call, but dropped the receipt off just in case.

**4/17/2025 - via email - Mary Kay reported information to complete project for the Smiths. (Mary Kay, Mitch, Robin, Jackie, and Lynn voted Yes)**

Mary Kay attached the copy of the invoice from Earl May Nursery for Michael and Connie Smith at 4209 Buckingham Court. The amount for the removal of the shrubs is \$200. Mary Kay spoke with them and they agree, this is the amount they should receive

**New Business:**

The board reviewed the bid from Spaeth construction for all items noted during Robin and Jessica's yearly inspection. The following were voted on by the board to begin work.

1. 1509 Buckingham Install existing gutter downspout - \$25.00
2. 1615 Buckingham Attach gutter on NE corner - \$30.00
3. 1511 N 42 Re-install gutter on southwest corner - \$25.00
4. 1514 N 42 Repair 1x6 trim under front window, paint trim around garage door, repair gutter by east back fence - \$160.00
5. 1519 N 42 Unclog gutter downspout by back fence - \$25.00
6. 1520 N 42 TO PAINT ONLY \$650.00 (bottom only)

7. 4201 Country Ln Replace corner of fascia on right side of garage door, Re-attach flashing on back between units - \$90.00
8. 4203 Country Ln Services Replace both lower gutter extensions by back fence - \$150.00
9. 4205A Country Ln. Services Attach gutter on back west side - \$25.00
10. 1217 N 43 Services Install new gutter extension by fence - \$25.00
11. 1301 N 43 Services Repair back gutter by fence - \$25.00
12. 1303 N 43 Replace section of smashed gutter & 1305 N 43 Services Install new plastic gutter extension - \$35.00
13. 1307 N 43rd Replace section of smashed gutter - \$45.00
14. 1506 N 43 Repair gutter by driveway - \$45.00
15. 1506 N 43 Add gutter extension on front gutter - \$45.00
16. 1605 N 43 Re-attach gutter by back fence \$25.00

The total will be 15 jobs with a cost of \$1,425.00. Kay made a motion to approve these jobs. Jessica seconded the motion. The motion passed.

During this discussion it was also noted that items such as dryer vents, cable boxes, vines and fence issues were not the responsibility of the board and the homeowner would need to make the necessary repairs.

Homeowners who need work on correcting the color of trim around windows and doors.

Tom Rochow is waiting for paint to fix the trim around his windows.

Garry and Donna Wilson are needing paint to fix the trim around their windows.

Jessica and Jason Johnston are needing paint to fix trim around their back patio door.

The board will need to send letters as reminders to any others who may be needing to correct the color of their trim.

#### **Association Responsibilities:**

- **Maintenance:** Conrad provided bids for the following
  - 1602 N 43rd - caulk and paint - \$95.00. Kay made a motion to approve and Lynn seconded. The board approved.
  - 1601 Buckingham - paint south side of house - \$975.00. Lynn made a motion to approve and Jessica seconded. The board approvedConrad reported all other jobs provided by the board have been completed.
- **Clubhouse:** Lynn called about windows being cleaned for the clubhouse. We do not have a bid at this time. The carpets will be cleaned next week.
- **Swimming pool:**

The pool project is complete! We have a new filter, plaster and tile. It looks great.  
Thank you to everyone who is helping with the twice a day sweeping.  
The Sniders donated two lounge chairs to the pool area.

- **Lawn/Tree Care:**

Jackie reported the trees are done.

The drainage is going to be fixed running from the sump pump to the storm drain by Ed Jenkins.

- **Snow Removal:**

None

- **Memorial Flowers:**

None

The HOA garage sale will be memorial weekend.

The dumpster will be here June 7th.

- **Neighborhood watch:**

Nothing to report

**Meeting Adjourned:**

Lynn made a motion for the meeting to be adjourned. Linda seconded the motion. Approved  
Meeting adjourned at 8:25pm

The next meeting will be June 9th at 6:00pm

Respectfully submitted,  
Jessica Johnston, Secretary