**Prospector Square Property Owners Association**

**May 15, 2024 - 4:00pm**

**Board Meeting Minutes**

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Members in Attendance: Dean Berrett, Katie Wilking, Blake Henderson, Morgan Pierce, Kelly Pfaff, Teresse Walton, Haleena Sideras.

Also in Attendance: Craig Dennis (Executive Director), Chris Bullock (Property Manager), and Bill Ciraco (City Council).

Meeting called to order by Dean Berrett at 4:06 p.m.

April 10, 2024 meeting minutes were unanimously approved.

**City Council Report, Bill Ciraco**

-Discussion of fee forgiveness.

-The City likes the idea of fleet parking in Richardson’s Flat. A discussion of easements needs to occur. Further details to come.

-Exploring options for 100 stalls and using RFID cards to enter.

**Financial Report, Craig Dennis**

-Three AR delinquencies were paid this past week.

-Review of March 2024 Budget Performance.

-Last month of TCB snow removal payments for Winter 2023/Spring 2024.

**Master Plan Phase 3 Update, Dean Berrett and Craig Dennis**

-Sewer work is essentially completed at Lot C.

-Pothole work will begin next week for Lot A and Sidewinder.

-Additional lots will be sampled for soil contamination.

-Report of water valve leak and repairs that have pushed back the timeline of paving work.

-A lateral in Lot A is damaged. Prospector will be repairing to prevent future issues.

-Craig is working with the City to forgive $40,000 in fee’s.

-Craig will begin a loan application with First Community Bank.

-Miller Paving will look at lots tomorrow at 3PM. Possible repaving work at Lot C, E, A, J, I and G.

**Parking Enforcement, Craig Dennis**

-Prospector Square will transition to an online portal for parking registration.

-Interstate will manage the portal and use their license plate reader.

-Review of Josh O’Connell’s concerns/comments.

-3 to 4 stalls should fit in 1,000 sq/ft.

-Interstate keeping 100% of tickets plus monthly fee seems high. Possible ideas of lowering ticket prices.

-Discussion of possibly executing a professional parking survey/study for Prospector Square to help the issue of parking.

-The Sheraton parking garage is a common area and maintained by Sheraton. Due to being a common area, a gate cannot be put up.

**Budget Presentation, Craig Dennis**

-Discussion of PSPOA Budget for 2024/25.

-Dues will not need to increase.

-Berrett Lane and Sheraton membrane portion will be paid off by December 2024.

-Superior Asphalt estimate was higher than planned. Chris Bullock is meeting with 2 other companies for estimates.

-Motion by Teresse Walton to increase the price of parking in Lot D to $110 and seconded by Katie Wilking. The motion was unanimously approved.

**Executive Director Report, Craig Dennis**

-The Dermatology House purchased 1922 Prospector.

-Lot D is having leak issues and being inspected.

-More signage work to be completed soon.

-Searching options for landscaping by Lot J and Sidewinder.

-Update on dining deck for Freshies.

-Regus building will open by the end of next week.

-Final draft of Bonanza Park small area plan was sent to the City.

**Board Nominations**

-Reach out to Craig Dennis and Katie Wilking for any potential nominees.

-Potential Nominee: Dr. Kelly from The Dermatology House.

**Additional Items**

-Chris Bullock will put additional signage on dumpsters for Lot G.

**Future Meeting Proposed Schedule at 4 p.m.**

Wednesday, June 19 - TBD as it’s a Federal Holiday.

Annual Meeting - Wednesday, July 17

Dean Berrett adjourns the meeting at 5:20 p.m.