

Good Hope Townhomes

July 2024 Board Meeting Agenda

Tuesday, 7/9/2024 at S. Good Hope Mailboxes at 6:30 pm

1. Call to Order

- a. Roll Call and Verification of Quorum

Meeting Called to Order at 6:34

Board Members Present: Bill Fister, Barbara Bishop & Ashley Jagodzinski

Homeowners Present: Pam King, Ashley Davis, Greg Birely, Dave Hallenbeck, Brandon Nittler, Cassandra Kitchen & Toni Weber

A.J. stated that the Meeting was a Board Meeting and not the Semi-Annual Meeting, apologized for any confusion.

2. Approval of Previous Meeting Minutes

- a. Review and Approval of Jan 10, 2024 Minutes

A.J. stated that Annual Meeting Minutes are to be approved at the next Annual Meeting in March, Asked if anyone had any edits/additions that anyone would like to make to the January Meeting Minutes with no edits/additions from anyone present.

3. Changes/Additions to Agenda

No member present had any Additions/Changes to Agenda.

4. Financial Report

- a. Presentation and Discussion of Actual vs Budget

A.J. Presented a Google Sheet that was composed of all of the Budgets/Actuals since 2017. Anyone present was able to view, showing why we are currently dealing with budgetary constraints. Addressed that we are being conservative with spending this year, due to historically having large unexpected expenses in the Summer months. Stated that as of 7/9 our Operating Account: \$ 42,416 and Reserve Account: \$12,965 and that we are waiting on a large Invoice from a fallen tree.

B.F. stated that the Board has been looking at our finances/spending and that it is one of the Board's focuses. Stated that the Board is prioritizing repairs due to our constrained budget and trying to be accommodating, but that we are having to prioritize repairs to avoid raising dues or having a special assessment.

G.B. asked how we develop our budget/verify costs. B.F. stated that our budgets are voted on during our Annual Meeting in January and is based on the previous year's costs and if any of our budget items have increased in cost.

Discussed our Annual Meeting and how it is inconvenient that it takes place during normal work hours and may hinder homeowners from attending.

Action Item: Look into moving Annual Meeting to later in the day. Ask HOA Services what/if any additional costs to move to a later time.

G.B. asked about our Insurance costs going up/verification of increase. B.F. stated that we are going off of information from HOA Services/invoices. A.J. stated that as a homeowner, insurance has increased across the board. Also stated that we have few insurance companies that offer our type of insurance and that our insurance does cover a lot of items/units (roofs, siding).

G.B. asked about our roofing situation/insurance. B.F. stated that we are currently working with Bros Roofing, but that there has to be an insurable event to put the item towards insurance, spoke to reviewing roofs with Bros (July 16/17).

Action Item: Get multiple insurance quotes for the upcoming year.

P.K. stated frustration with roofs, homeowners using their own insurance, previous roofing companies.

B.F. stated that there are 7 units in need of roof repair and that we are trying to negotiate with a contractor to use higher quality shingles with no additional cost.

Discussed how skylight and swamp cooler issues that cause damage are homeowner responsibility according to our CCRs.

P.K. and B.F. discussed the importance of routing Swamp Coolers correctly to avoid damage to roofs/neighboring property/foundation.

Action Item: Ask Bros about running Swamp Cooler hose to sewer stack, best way to route water.

B.F. discussed there are units with Gutters routed incorrectly and pointed towards a wall/siding and is causing damage.

D.H. asked about RV lot renters/Fee. A.J. stated the fee was raised via email between Board Members and that we are currently working on verifying renters. Discussed that we raised the fee by looking at comparable rental lots in town. D.H. and P.K. stated that previous Board voted to put RV Fees into a separate account to cover costs associated with the RV Lot.

Action Item: Add Rental Fee increase in Fall Newsletter. Look at previous Board Minutes to see when the RV Account was voted on.

5. Old/New Business

a. Maple Leaf Contract Review

- i. Watering Schedule Review & Mowing Review

A.J. stated that during Annual meeting we voted to have mowing decreased. Last year it was weekly, this year is 3 times/month. Our Contract with Maple Leaf dropped from \$12,300 to \$10,100. Addressed watering was decreased to 2 times per week.

b. Trash Service

- i. Overage amount spent last year (\$920)+WM Contract (\$946/mo) vs Humpty Dumpster

A.J. stated that we were using Waste Management but switched to Humpty Dumpsters due to overage charges and having no contract with Humpty Dumpsters, allowing us to potentially decrease trash pick up in Winter months. Stated that we have 4x6 yard dumpsters, that are picked up twice/week.

P.K. stated frustration with people not breaking down boxes.

Action Item: Breaking down boxes in Fall Newsletter

c. Roof Assessment and Immediate Maintenance Concerns

i. Immediate Maintenance Concerns - Scheduled date/time

B.F. stated that we had an assessment with Bros this Spring, that we are prioritizing roof repairs using this assessment, and looking into long-term maintenance options to increase longevity of existing roofs (tune-ups) at a minor cost (\$150/unit). B.F. spoke about establishing a long-term contract with a roofing vendor to allow us better pricing, priority service, clear communication of what repairs have been done over time.

T.W. asked about gutters and what we are planning on doing. B.F. stated that Bros doesn't do gutters, but that they do have a relationship with a vendor that does and we are looking at that if it is within our budget.

P.K. asked about Bros and their reputation. B.F. stated that he is confident in their abilities and has heard good reviews and they have been very detailed and communicative. B.B. stated that Bros has 15 years experience.

C.K. asked about the assessment done by Bros and stated that their unit is missing back gutters. B.F. stated that every unit was looked at during that assessment.

P.K. asked about Pyramid/recent work they've done. A.J. stated that they were the vendor that assisted with the tree on NGH Park that fell/needed to be cut down recently. B.F. stated that the invoice from that tree was very reasonable.

D.H. stated frustration with tree stump/picnic table. A.J. stated that the picnic table will be removed by end of week. Follow up on Tree is necessary (Stump Removal/Fill in hole). B.F. stated to possibly do these things during Volunteer Event.

Action Item: Remove picnic table. Follow up with Pyramid if stump removal is included in invoice and if so, when will they remove it.

B.F. spoke to the Maintenance Prioritization Outlined in the Newsletter. Stating in order: safety, roofs, gutters, Handicap Compliance Improvements, Siding/Paint, Fencing. B.F. stated that homeowners have the ability to work on their own unit if they choose to do so.

P.K. stated that the previous board voted to have any fences that require replacement to be dog-ear.

B.F. emphasized resolving compliance/violations between homeowners first, if it is a homeowner to homeowner issue. If there is a safety concern or something that is causing damage to property, bring it to the attention of the Board.

C.K. asked about interior fences. A.J. stated that all interior fencing between neighbors is not covered by the HOA and is homeowner responsibility. B.F. and B.B. stated that homeowners that have issues that cannot be resolved can be communicated to the Board and HOA Services. A.J. stated that she believes we have the ability to offer dispute resolution/mediation, but will look into it.

A.J. stated that there is a Board Direct Email. To CC the direct email on communication with HOA Services and also communicated via that email if there are any concerns, complaints, etc.

A.J. stated the email address: good.hope.hoa@gmail. That the email only goes to the three Board Members and no one else has access.

A.J. stated that regarding violations, HOA Services does not do weekly drive throughs and that it falls on us to report violations.

C.K. made mention of large puddling that occurs on S Park, P.K. & D.H. stated that it was a sinkhole and that a repair was attempted but it keeps occurring. A.J. stated that puddling occurs on N Good Hope also and stated that homeowners should use the work-order form to alert the Board, HOA Services, and to have a tally of the repairs that are requested. A.J. stated that we need homeowner participation in this regard, because there are repairs that we cannot see or are unaware of unless the homeowner documents it.

d. Assessment of HOA Walk through

A.J. stated that her and B.F. did a walk through of the HOA.

- i. Gutters/Handicap Ramps
- ii. Globe Lights
 1. Spare Globes (How many do we have & how many are currently broken)

A.J. stated that previous Boards have voted to not maintain Globe Lights, that B.F. found 10-15 globes so that for now we will replace the broken globes at no cost to the HOA. A.J. stated that after the globe inventory is used up, we will decide if we will maintain them or not.

- iii. Swamp Cooler Issues/Leaks

A.J. stated this was a focus to ensure it is not causing damage to roofs. B.F. & A.J. stated that homeowner negligence impacts everyone in the HOA and that we want to reach out to homeowners to remedy the issue before it becomes costly.

P.K. asked about the roofing assessment and how that aligns with letters sent from HOA Services. P.K. stated these letters stated a timeframe for the building to be worked on (Spring/Summer & Summer/Fall). P.K. stated frustration with the roofs not being done and mixed communication from HOA Services.

B.F. stated that he has looked into what our options are regarding management.

B.F. stated that we are looking into previous financials and that there were previous boards that were not participating in the processes of the HOA and that Mark took more control to compensate for that.

B.B./B.F. mentioned that the current board is working together, communicating and fully participating.

P.K. stated frustration with the Board being in control of the Community Boards. A.J./B.B. stated that the Board wants community involvement regarding the community boards and to send any requests to the Board email.

A.J. stated that there are a lot of overgrown trees/shrubs that are potentially causing damage to fencing/roofs/siding that are homeowner responsibility to maintain. A.J. stated that these will be addressed by the Board this fall.

C.K. asked about the alley-way between SPC & WGH and also SGH & NGH. A.J. stated that the Board is looking into who is responsible for these areas.

Action Item: Reach out to HOA Services for clarification on Community Property/who Maintains.

e. Volunteer Day (7.13)

- i. Review any Requests/Volunteers & Make a Plan.

B.F. stated that this is to work on Community Property, assist if someone is unable to complete tasks, save on contractor/vendor costs.

A.J. stated that the Board will pick a time and post on the community boards/online.

1. Clean Sidewalks/Parking Lot/Trash, Replace Trash Sign on N Good Hope

P.K. stated that the trash sign doesn't deter anyone. D.H. stated that due to it being private property the police will not uphold the fine.

P.K. stated to have the fire department come to flush out the fire hydrants, the 4 hydrants are on their own loop.

Action Item: Reach out to fire department about hydrants.

A.J. stated that the Board is looking to address the electrical pipe that runs next to the basketball court.

6. Open Forum

a. Homeowners' Comments and Concerns

A.J. asked for any comments/concerns to be voiced, no one responded. A.J. then stated homeowners can email the Board Direct email at any time with questions/concerns.

7. Adjournment

a. Next Meeting Date/Time

A.J. proposed to hold it in the fall, hopefully after roof is scheduled so that we know the cost and can look at the budget/remaining funds and what tasks we can accomplish.

C.K. asked about previous water break, if it was an HOA responsible location. A.J. stated it was in a unit. A.J. stated that homeowners should have their email on file with HOA Services to ensure the quickest communication of water shut-offs. A.J. stated that the last water shut-off was due to an emergency and that is why the timeframe from notice to shutoff was so short.

A.J. stated that the next meeting date and time will be communicated in the next newsletter, community boards, and online,

P.K. asked what the homeowner/renter ratio was. A.J. and B.F. did not know.

Action Item: Reach out to HOA Services to find out Homeowner/renter ratio.

C.K. asked about delinquent accounts. B.F. and A.J. stated that there are quite a few and that we are actively working on reigning this in.

D.H. asked why Income Statement displays that all dues are caught up. A.J. stated that she was unfamiliar with the document D.H. mentioned, but that cash vs accrual will display different numbers. A.J. stated that some of those reports are lagging and not updated daily.

Action Item: Reach out to HOA Services to see if we can get reports on website updated more frequently.

D.H. stated that he had tools that could be used during the Volunteer Group.

b. Motion to Adjourn

Meeting adjourned at 7:52