

Dudleys Grant HOA Mtg

March 6, 2018 6:30 pm

Quorum established: Joe Searles, Eric Reifschneider, Joy Caroon, Tammy Rowland in attendance.
Amanda Blomefield from RPM.

Hearings 6:30-7:00 pm

- [REDACTED] Reported resident is allowing dog off leash and not scooping the poop. Tenant from this unit was present and shared photos of dog being walked on a leash and stated poop is picked up each time the dog is taken out. Board is not imposing fines at this time. Future reports and the owner will be fined \$100 per occurrence.
- [REDACTED] Damaged blinds on the front of this unit since the December inspection. Board voted to impose a \$50 initial fine and a \$10 daily fine if not corrected by March 31st.
- [REDACTED] Reported residents of this unit are not scooping dog poop. No owner/tenant present at the hearing. Property manager reported the tenant takes out three dogs at once and comes back later to pick up the poop. The Board imposed a fine of \$50 – future occurrences to result in a \$100 fine. Requested the resident scoop the poop at the time of deposit.

Eric motioned to approve minutes from the meeting on October 17, 2017 with minor change. Tammy seconds the motion.

The Board reviewed waiving fines for an owner who was not receiving communication due to an incorrect OPIS address. After all information was reviewed the Board approved waiving fines and late fees if the screen was replaced within 15 days of receiving the follow up letter.

The Board reviewed the financials. The delinquent sheet was reviewed and there is an account the attorney stated is in lender foreclosure. The Board will halt collections on this account. Another account is requesting a payment plan for balance. The Board requested specifics on plan to review and approve.

New Business:

- Landscaper Recommendation: Trimming back all purple shrubs burnt/brown from the cold. They will be cut to the bottom to allow to flush out and control growth. The Board was in favor of this.
- 4238 Dog Poop Concern – This area has received several complaints. A \$100 fine sign will be posted at the rear of 1938. (2) additional signs to be purchased and Joe Searles will find other locations for the signs.
- 4215 G Sidewalk Repair. The Board reviewed two bids for repairing the sidewalk in front of this unit that was damaged after the snow/ice we received and the sidewalk expanded. Amanda will speak with Asphalt Solutions in regards to pricing before the Board makes a final decision.
- Dumpster Replacements – The city requested 4175 and 4246 get new dumpsters. The bottoms are falling out. The Board approved replacing the dumpsters in these locations with side sliding doors.
- Any units that received damages from high winds will be responsible for their repairs. Amanda will get quotes for roofing and fence repairs and the lowest bidder will be used for the repairs to each unit. The HOA will make repairs and bill owner per legal documents.

- Towing and Trash Policies reviewed
- Amanda to get pricing for door painting throughout the community as well as the price for a pint of paint.
- Amanda will create a Spring Newsletter for the Board to review. Once they are distributed, the inspector will remove newsletters still on doors after 2 weeks.

Notes:

- 4145 – storm door beside dumpster – Amanda to have this removed and remind residents in the newsletter these items will not be picked up by the City.
- 4130- trash, leaves, Christmas tree behind dumpster and fence – Amanda to have the landscaper remove
- Debris/pine straw towards the front units blocking the ditch – may be causing drainage issues. Amanda will have the landscaper clear as needed.
- Note for 2019 AM Packets – Fines will not be waived if contact information we have on file is not up to date.
- [REDACTED] has a dog that is often out with no leash and does not scoop the poop – Amanda to send letter.

Next Meeting: Tuesday, June 5, 2018 6:30

8:00 Meeting Adjourned.

Dudleys Grant HOA Mtg

June 5, 2018 6:30 pm

Quorum established: Joe Searles, Eric Reifschneider, Joy Caroon, Tammy Rowland in attendance.
Amanda Blomefield from RPM.

Hearings from 6:30 – 7:15

- [REDACTED] Reported trash was left at the front door on April 5, 2018 at approximately 12:15 pm. No owner, tenant, or pm present. Board agrees to assess a fine of \$100.
- [REDACTED] Reported trash was left at the front door on April 5, 2018 at approximately 12:15 pm. Tenant present for hearing. Board waived fine after speaking with tenant.
- [REDACTED] Complaints received about a dog barking constantly at this owner occupied unit. Owner not present at hearing but provided a document for the Board to review. The Board did not impose fines due to owner's measures to complete violation.
- [REDACTED] Complaints received a resident of this unit is parking in visitor. Tenant present at the hearing. Board was able to verify the vehicle belongs to a visitor and will let the reporters know this and the spots are first come first serve. Tenant to ask visitor to not use spot as frequently.
- [REDACTED] Reported there were bags of trash in front of the unit at March inspections and again at inspection on April 17, 2018 at approximately 1:00 pm. No owner, tenant, or property manager present. Board agrees to impose fine of \$100.
- [REDACTED] Reported on March 13th at approximately 8:49 am resident allowed dog to poop and did not pick up. Second occurrence on March 17th approximately 9:20 am. Owner present at hearing. After the Board spoke with owner, agreed to waive fines if no further occurrences are reported within 6 months. If future occurrences are reported, fines will be imposed plus future occurrences fined.
- [REDACTED] I Reported on May 16th approximately 1:00 pm there is a bag of trash by the front door of unit. No owner present at hearing. Board agrees to assess \$100 fine.

The minutes from March 6, 2018 were reviewed. Eric motioned to approve, Joy seconds the motion.

The Board reviewed the financials. [REDACTED] has balance from lender foreclosure, property has transferred. Eric motioned to write the balance off. Tammy seconds the motion. [REDACTED] not following approved payment plan. Joe motioned to proceed with foreclosure, Eric seconds the motion. [REDACTED] balance is from fines, claim of lien can be filed but no further action. Joe motions to send a certified letter to the owner requesting \$100 be paid and all other charges waived, if this is paid within 30 days of the letter. If no response is received, a claim of lien will be filed. Joy seconds the motion.

Work Orders with estimates reviewed. 4130A – Board requested the landscaper to send a plug to Pitt Co. co-op to determine if there is something wrong with the soil. No sod will be replaced at this time. Possible review in the Fall. 4130 C – waiting on second opinion from Rocky for improvements behind the building in this area. 4222 B inspection report shows ground washing away and landscaper recommended a French drain. Board requested Amanda follow up to see if blocks around the unit and backfilling with dirt would solve the problem. Bushes at this unit to be replaced one quote is reviewed.

Old Business:

- Door Painting Bids were reviewed. The Board agreed to table at this time. Possibly budget for this in 2019.
- 4238 Dog poop signs installed, owner would still like cameras installed – Board denied.

Notes:

- HOA Admin Assistant to follow up with closing attorneys for new buyer information to keep records current when possible.
- Recycling area at Joy's area has been missed. Amanda to report to City Compass.
- [REDACTED] has a White Ford truck that is parking in visitor repeatedly. Amanda to send a letter.
- The ditch at the end of 4115 A needs to be mowed, Amanda to follow up with landscaper. Also, address concerns about grass being blown towards front doors.
- Winter newsletter to include information on ice salt and a current information form for owners.
- Amanda shared Larry Foster's request for cameras and a golf cart. The Board denied this expense.

Next Meeting: Tuesday, August 28, 2018 6:30

8:24 meeting adjourned.

Dudleys Grant HOA Mtg

August 30, 2018 6:30 pm

Quorum established: Joe Searles, Joy Caroon and Tammy Rowland in attendance. Amanda Blomefield from RPM.

Hearings

- [REDACTED] - Reports received from residents there is a red Toyota Camry that belongs to the resident of this unit that frequently parks in the visitor space. Reported on July 16, 2018 Red Toyota, License #TPS-4196, still parks in visitor parking in front of 4105 or 4115 building. 7-7-18 all day, 7-8-18 all morning but returned early evening and stayed there all night, 7-9-18 all day, 7-10-18 through 7-12 returned early evening and stayed there all night, 7-14-18 all day, 7-15-18 all day and has not moved yet. Board approved \$100 fine, tow vehicle automatically in the future.
- [REDACTED] – Noted at the May inspection there is a bike beside the front door of this unit. Remains open at June, July, and August inspection. Board voted to impose \$50 initial fine and \$10 daily for each day bikes are out.
- [REDACTED] – Reported to our office residents of this unit have four vehicles. Two are being parked in assigned spaces and the other two are parked near the end of building at wooded area (beside 4222) which is not a parking space/area. Also noted litter is being discarded from the vehicles and not picked up. Board agreed to send letter that future occurrences would be towed immediately – investigating what to do with the parking area beside 4222.
- [REDACTED] – Noted at the April inspection there are two torn screens on the upstairs front of this unit. Remains open May – August inspections. Board approved \$100 initial fine and \$10 daily for each day after September 30 the screen has not been repaired.

The minutes from June 5, 2018 were reviewed and approved.

The Board reviewed the financials. There is \$406,779.19 in one Escrow account. Amanda will find interest rates on CD's and email them to the Board. Once these have been emailed, the Board will decide if they want to move funds to a CD or open a separate escrow account at another bank.

The Board approved an estimate of \$1,100 for Bryan Smith to correct settlement behind 4130 B&C. The repair method will install crush & run, pack it down, install separation fabric and install 57 stone on top. Joe motioned to accept the estimate, Joy seconds, motion carries.

Dead/failing bushes will be noted towards the end of September. Replacement list to be reviewed by the Board via email for the 2019 budget.

Old Business:

- The board reviewed the towing charges paid by a visitor of the 4125 building. Based on all information presented, as a good will gesture, Joe made a motion to refund the vehicle owner \$100. Tammy seconds the motion, Joy approves. Motion carries.
- [REDACTED] Fine Review – Resident requesting to have \$100 fine waived for leaving trash bag on front stoop due to medical issues. Doctor's note provided. Tammy motions to waive the fine, Joe seconds.

- [REDACTED] Fine Review – Owner requesting to have fine waived based on information received from HOA Admin in regards to the hearing where fines were assessed. Joe motions to remove the fine, Tammy seconds, motion carries.
- [REDACTED] Collections – Owner does not agree with Boards request to pay \$100 fine amount and \$245 legal fees owed. Owner stated the only time a screen was missing was when he took it out to have it replaced. Communication not being sent to correct address – attorney asked owner if he provided address to the management company and the owner “could not remember”. Management has an email on file for owner and has been emailing monthly statements. Based on this, the Board believes the owner is responsible for the balance and does not agree with waiving the fines. Amanda to communicate this to the attorney.

New Business:

- 4115 H Tree Removal – Owner is concerned roots will damage the foundation, would like to have tree removed. The Board reviewed photos taken by Amanda and requested an expert opinion on whether tree(s) near unit should be removed.
- Pond Maintenance – Amanda will follow up with Rocky to see if there is another company that can complete the work required by the City in addition to LDCC. Monthly inspections at Dudley’s Grant to note items the landscaper can complete prior to inspection.
- 4222 Parking- Owner requesting to use cutoff at the end of the building as additional parking. Amanda to follow up with Rocky to see what the intention of this area was. If it does not serve a purpose, quotes need to be received for painting a visitor space or spaces in this area.

Notes:

- [REDACTED] seen leaving trash bags in front of the trash can – no dates and times noted, general letter to be sent.
- Ditch that runs beside 4115 – AB to follow up with Rocky and Bryan Smith and determine a better maintenance plan to help with drainage.

Next Meeting: Tuesday, November 27th 6:30

8:15 meeting adjourned.

Dudleys Grant HOA Mtg

November 27, 2018 6:30 pm

Quorum established: Joy Caroon, Eric Reifschneider, Tammy Rowland, and Joe Searles in attendance. Amanda Blomefield from RPM.

The minutes from August 28, 2018 were reviewed; Joy made a motion to approve, Eric seconds the motion.

The Board reviewed the financials. There is \$416,986.17 in one Escrow account. CD Rates were provided by Amanda (verified date 11.27.18) Joe made a motion to move \$225,000 to Capital Bank; 6 mo. – 2.75%. Joy amended the motion to verify the bank is FDIC insurance and then move forward with the transfer. Eric seconds Joy's motion, all members in favor. Delinquent accounts were reviewed, and all are on payment plans or being pursued by the HOA's attorney. 4140 H proposed a payment plan of \$500 on 11.16.18 and then \$500 mo. Until balance paid in full. Did not follow through with payment on 11.16.18 so Eric motioned to proceed with foreclosure, Joe seconds the motion, all board in favor.

Work orders and violations were reviewed to provide the board with a status update:

-4115 A – sod request to be placed on hold until Spring 2019

-4145A – BOD approved removing the rose bushes in front of this unit when bushes are removed property wide. Joe indicated there was a bush on the side of this building towards the back that could be used as a replacement in this area.

-The Board would like Rocky to follow up with LDCC on progress on the pond and why it will take 3 years for cattail removal.

Hearings:

- [REDACTED]: Noted at July inspection there are two worn and torn screens on the upstairs front of the unit. Remained open August- November. Owner of the unit appeared at the hearing. Indicated she did not know how to remove the screens and this is why they have not been replaced. Board agreed to give the owner unit December 7, 2018 to have screens replaced. If not complete, \$100 initial fine to be imposed, and \$10 daily fine as long as screens remain torn.

- [REDACTED]: Reported to RPM early afternoon of October 27, 2018 the resident of this unit allowed their dog to poop in front of the building and did not pick up the poop. Tenant responded with letter, could not attend hearing but believes there is a misunderstanding, she is courteous and always picks up pet feces. Board agreed not to impose fines at this time – 6 mo. Probation period. Future occurrences, \$100 fine, plus fine for this occurrence.

Bids were reviewed for tree and brush removal at 4115/4125 (end of the building in the ditch) Eric motioned for Tree Solutions to clear the ditch of trees and spray stumps to prevent further growth at the cost of \$500. Joe seconds the motion, all other board members in favor.

The Board reviewed the bush removal/replacement list. Would like Amanda to verify with Bryan Smith there is a one-year guarantee and what size replacement will be used? A decision will be made at the annual meeting on how to proceed.

The Board reviewed damage fee assessments from Hurricane Florence. Eric motioned to assess unit owners for their portion of the damages. Joe seconds the motion. All board was in favor. *Letters to state payment will be due within 90 days, no late fees to accrue for this period.

Amanda informed the Board the owner of 4267 I expressed interested in starting up a community watch program. Dudley's Grant had one before and assigned block captions, but it was never "active". The owner can present ideas to the Board and head the program.

The 2019 Budget was reviewed. The Board approved the budget with no dues increase for owners – dues will remain at \$86/monthly for 2019. Amanda informed the Board management fees will be increasing from \$1934.40/mo to \$2031.12/mo. This is a 5% increase – fees did not increase in 2017. The Board requested Amanda follow up with Rocky to renegotiate fee. 2.5% 2019 and 2.5% 2020.

The annual meeting will be held at Christ's Church – Amanda to schedule with location. Preferably the week of January 14th or 28th, but not on the 16th.

General Discussion

-Amanda will talk with Bryan Smith – if he's overwhelmed with our projects can he recommend another vendor to help? Start providing a completion date?

-For future increases, board requests Rocky send a letter to Board members.

-Amanda to receive bids for painting a parking space at the end of the 4222 building.

-4145 F requested Bryan Smith contact her for interior patio clean-up, to be billed to her directly.

Meeting Adjourned at 8:09 pm