

Dudleys Grant HOA Mtg

March 13, 2019 6:30 pm

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

Rocky Russell in attendance to speak with the Board about LDCC maintaining the pond, and other pond maintenance questions. Rocky recommended budgeting \$3000 - \$4000 each year for maintenance. Will provide the board with a quote from LDCC for evasive plant removal to be completed and Board has requested a quote for maintenance twice yearly.

The minutes from November 27, 2018 were reviewed; Joe made a motion to approve, Eric seconds the motion. All approved, one abstention.

Board positions determined: Joe – President, Eric – Vice President, Tammy – Secretary, Mary – Treasurer, Phyllis – Director, Joy – Director. The Board has a good number of members at this time, would like for Amanda to email Chuck to thank him for board service and remove him from the Board.

Foreclosure payment plan proposal reviewed. BOD denied payment plan based on previous payment history. Joe motioned to proceed with foreclosure, Tammy seconds the motion. All members in favor, one abstention.

Hearings held at 7:00 pm

██████: Trash bags left in front of unit multiple occasions, dates and times provided. BOD voted to impose \$300 fine.

██████ Feb 15th 2:05 pm trash by front door – one time occurrence, BOD waived \$100 fine, 6mo probation period.

██████ Feb 15th 2:01 pm trash by front door – one time occurrence, BOD waived \$100 fine, 6mo probation period.

██████ Jan 17th 8:35 am trash by front door – one time occurrence, BOD waived \$100 fine, 6mo probation period.

██████ Jan 17th 9:05 am trash by front door – one time occurrence, BOD waived \$100 fine, 6mo probation period.

██████: Not picking up dog poop and dog off a leash on multiple occasions with dates and times provided. Board discussed violation with tenants, imposed fine of \$200.

The Board reviewed and approved the financials.

Old Business

4230 E Repairs: BOD approved Justice Home Improvements proceeding with repairs, with no estimate provided. Vinyl will be removed; Justice will be requested to send photos, cost update as he progresses.

4165/4175 Roof Investigation: Amanda provided the board a list of the units that have been scheduled for entry. Will keep BOD updated on what is found with the interior attic inspection.

Bush removal/replacement: BOD approved Bryan Smith completing list of missing/dead shrubs for \$4200 with 4mo warranty. To be replaced with 3 gallon shrubs. If other dead bushes are seen while replacements are being made, Bryan to move forward with those replacements as well.

New Business:

BOD reviewed letter and packets that are mailed to new owners for reference.

Fidelity policy for Dudley's Grant was discussed. The management company has one, but there is not a policy specifically in place for the association. Amanda will reach out to current insurer for cost.

Eric discussed threshold for roof repairs – BOD decided moving forward, to follow legal documents and any storm damage will be assessed to home owners.

Homeowner Preston Myers presented concerns with the shingle pattern, hang over, and flashing on several of the roofs about units front doors. The board tabled this discussion.

Parking Spaces and Bush locations were discussed. A lot of parking spaces are in close proximity to bushes. Board would like the landscaper to trim them back to be in line with curb.

Work Orders:

Pine Straw: Should be placed out once bush replacements are made. Before this is done, Amanda will have landscaper quote a price for mulch, for Board reference.

Board approved assigning ditch clean out to Bryan Smith for \$550 since other vendors will not respond.

Meeting adjourned 8:30 pm

June 19, 2019 Dudley Grant HOA Board of Directors' Meeting

Members present: Joe Searles, Mary Myers, Joy Caroon, Eric Reifschneider, Tammy Rowland

Meeting called to order by President Joe Searles at 6:33 pm

- 1) Jeanne Hunter shared videos of rain flooding. Ms. Hunter also shared her May 26, 2019 letter with the Board. Discussion of possible solutions. Board decided to investigate with a walk-thru. Board will contact Ms. Hunter
- 2) For Amanda – follow up with Bryan Smith to see when he will finish cleaning the ditch
- 3) Minutes from March 19th meeting were reviewed. Motion to approve by Joe Searles, Second by Eric Reifschneider. All members approved. Motion carried.
- 4) Hearings:
 - █ – No response - \$100.00 fine
 - █ - \$100.00 lease and poop fine
 - █ – Tenant got rid of the dog so issues were dismissed
HOA will send a letter to the tenants who are harassing Mr. Foster that he did not report them
 - █ - \$100.00 fine waived – 6 months' probation – if offense is repeated fine + late fees will be enforced
 - █ – No response - \$100.00 fine
 - █ – No response - \$100.00 fine
- 5) Fidelity Coverage – Joe Searles made a motion to not proceed with extra coverage. A second by Eric Reifschneider – Board agreed. Motion carried.
- 6) Board approved to reimburse the members who attended CAI C. Each member was reimbursed \$40.00 for a total of \$120.00
- 7) 4243 Landscaping Request – Board denied request – Amanda will send letter quoting HOA
- 8) Pond Maintenance Options:
 - Option 1 – Annual - \$3,600.00
 - Option 2 – Bi-yearly - \$2,900.00
 - Option 3 – Monitor and address as neededEric Reifschneider made a motion to accept Option 3. Joe Searles seconded the motion. The Board agreed to Option 3.
- 9) Reports – Note the Dumpster was coded under Miscellaneous – Amanda will move to “Dumpster” line item.
- 10) Delinquents: As of June 19th (see report)
 - █ has a \$22.00 credit
 - █ – No payment received yet
 - █ has a \$430.00 credit
 - █ has a \$38.00 credit
 - █ has a 0 balance

- █ – demand letter has been sent
█ has a 0 balance
█ has a 0 balance
- 11) █ – In late march, the Board did not accept the payment plan offered. Amanda called the lawyer but there has been no response and no activity from the law office. Board will not approve another payment plan
- 12) Violations meaning:
Open – Warning Letter – no date or times given
Initial – One Letter
Subsequent – Second Letter
- 13) Work Orders:
Amanda will meet with Bryan Smith to discuss ditch cleaning
4170 – Owner sent video showing dogs peeing in his yard –Board will send letter to 4170 owner for more detailed information
Amanda will add note to newsletter about this property wide issue
- 14) New Business:
4238B – Board approves to move forward with repairs. Board would like to know if this is similar to the 4230E issue which costs \$675.00 – Amanda will let Board know the cost as soon as possible
4243G – Shingle Repairs – Joy Caroon made a motion to approve the repairs. A second was made by Joe Searles. The Board approves to move forward with the repairs.
Roof Inspections:
4164 & 4175 – Discussed the results from inspections. Amanda will email results to the Board with the estimates of the costs.
Amanda suggests to have Best Distributing do an Eagle Inspection of the Roofs and then submit an estimate for repairs– cost \$75.00. Eric Reifschneider made a motion and Joe Searles seconded. The Board agreed to move forward with eagle inspection. Once estimate is in, Board will decide on either roof replacement or individual repairs.
4115A – Torn Screen – Owner, Joy Caroon. Screen was torn during gutters were being put in. Amanda will ask Rocky to talk with Tri-City Installations to see if they will replace. Note: Upon next property inspection, Ms. Caroon will not be fined.
Landscaping Concerns:
Mary Myers – Tree trimming – will table for now until fall
Dead bushes – Amanda will meet with Bryan to discuss debris and dead bushes replacement since new ones are under warranty
Add suggestions to the next newsletter – only our landscaper trims trees/bushes
When Amanda meets with landscaper about bushes, talk about the state of the trees
Mrs. Myers can lead the tree discussion
Meeting adjourned at 8:40 pm.

September 24, 2019 Dudley Grant HOA Board of Directors' Meeting

- 1) Meeting called to order by President Joe Searles at 6:32 pm
- 2) Members present: Joe Searles, Joy Caroon, Eric Reifschneider, Tammy Rowland
A Quorum was established.
- 3) June 19, 2019 review and approval of Minutes: Eric Reifschneider made a motion to accept minutes as read. Seconded by Joy Caroon. All members present approved.
Motion carried.
- 4) Review of Accounting Reports: - no issues; financials are looking good
- 5) **HEARINGS:**
 - a. [REDACTED] Screen Violation – getting letters since May – No response – Mr. Cooke is not living there - \$100.00 and 30 days to complete – if violation has not been taken care of then \$100.00 plus \$10.00 per day thereafter
 - b. [REDACTED] was reported that tenants have moved - Pinnacle Property, owners, will be responsible for fine \$100.00
 - c. [REDACTED] closed 9/24/2019
 - d. [REDACTED] closed 9/24/2019
 - e. [REDACTED] tenant better with parking – dog off leash - - \$100.00 and 30 days to complete – if violation has not been taken care of then \$100.00 plus \$10.00 per day thereafter
 - f. [REDACTED] closed 9/24/2019
 - g. [REDACTED] getting letters since May – No response - \$100.00 have 30 days to complete – then after 30 days \$10.00 per day
 - h. [REDACTED] dog off leash - fines will be waived this time
- 6) **Old Business:**
 - A) Tree Removal along the property line – from the entrance to the back of the property – quote is \$4,000 – this is in reference to the getting the water flowing and keeping the ditches clear of tree debris
3G Wildlife and Land Man – Board decided to table for now in order to see if cleaning the ditches by landscaping crew makes a difference
4115 A – will wait on making a decision of next steps until next meeting
 - B) [REDACTED] Fines: waive ½ of the \$100.00 fine (\$50.00 owed)
 - C) Roof Repairs:
4243H: motion to repair by Eric Reifschneider; second by Joe Searles – all members present approved. Motion carried.
4239D: \$640.00 to repair hump in the roof
- 7) **New Business:**
 - A. Management Fee Increase Letter - Letter from Rocky Russell informing an increase in the management fee beginning January 1, 2020. Current rate of \$1,982.76 will

- increase to \$2,032.33 per month. This is approximately \$6.51 per door. This is the first 2.5% of a 5% increase. The Board will discuss an HOA increase at the next meeting.
- B. Update R&R: Cable Lines – Amanda suggested that a statement be added to rules & regulations that all cable lines should be hidden – Motion to add was made by Joe Searles. A second by Eric Reifschneider. All members present approved. Motion carried. Amanda will add statement to the Dudley’s Grant Rules & Regulations. [REDACTED] and [REDACTED] – Board requested that Amanda send letter request the tenants to contact Cable company fix and hide the lines
- C. Landscaping Concerns – not weed eating, should spray to at least kill the weeds around the AC units. Eric Reifschneider suggested that the only way to address these concerns is to have a board member out there communicating with the crew – Amanda will conduct an inspection the on 9/25/19 of the property and will look for any broken or fallen tree limbs. Landscaping is responsible for removing limbs. Amanda will also send an email to landscaping owner about weed eating and spraying.
- D. Addition of Fence around the property – Tammy Rowland requested that the Board think about putting a fence along property line adjacent to the new apartment construction. A fence creates both a physical and physiological barrier. The Board requested that Amanda get a quote for a 6 foot, black rod iron fence to run the length of the property on the side adjacent to the new complex. Amanda will present the quote at the next meeting.
- E. Reserve Study – A company would look at the property; roofs, sidings, etc. and give an estimate of how long it would be until it is time to replace. This service is intended to assist the board to budget for these repairs more efficiently. Joe Searles felt that we did not need to use this service. Since Justice Roofing is already working on the roof, we should seek out their professional opinion Reserve Advisors: \$3,350.00 – Joy Caroon made a motion to decline – Eric Reifschneider seconded – All board members present agreed. Motion carried.

8) General Discussion:

Board has asked Amanda to send fellow board member, Phyllis Barrett, a letter stating that if she cannot attend meetings to consider stepping down from the board.

Meeting adjourned at 7:48 pm.

Dudley's Grant Homeowners Association

Board Meeting

December 16, 2019

6:30 PM

- 1) Meeting called to order by President Joe Searles at 6:33 pm
- 2) Board Members present: Joe Searles, Eric Reifschneider, Mary Myers and Tammy Rowland
- 3) A Quorum was established
- 4) Minutes from September 24, 2019 meeting were reviewed and approved by a motion from Tammy Rowland and a second from Joe Searles. All other members approved-the motion was passed
- 5) Old Business:
 - A. Tree removal along property lines estimates provided by landscaper 3G Wildlife and Land Man – board decided to table for now and address if the issues start again - especially if it rains heavily
 - B. Board member Tammy Rowland requested estimates of installing a fence along the property lines. Amanda provided several estimates as requested. The board decided to keep these estimates on file to review in the future
 - C. 4115 needs additional Riprap - Board approved this request
 - D. ██████ request to waive fines – A motion was made by Mary Myers to waive the fines; second by Tammy Rowland – all other members approved – motion passed
 - E. Roof Repairs for 4205C, 4225 C, 4180 C – A motion by Eric Reifschneider was made to fix all three roofs; second by Joe Searles – all other members approved –the motion was passed
- 6) New Business:
 - A. Joe suggested repainting the speed bumps – Amanda will check on this and get estimates for next meeting
 - B. Reserve study for the roofs – Amanda will get quotes from other companies – the positive of a reserve study is that it limits the Board's liability and great for budgeting since Dudley's Grant has 37 buildings
 - C. Amanda will ask Justice to look at the roofs to possibly estimate the life of the roofs and repair minor issues
 - D. Also monthly inspections to look for raised or missing shingles
 - E. It is suggested that \$32,000 be put in the reserve in preparation for roof replacements Currently the HOA has \$228,377.00 in reserve and \$225,000 in a CD

- F. Also Board requested that Amanda ask Justice to come to the next board meeting in 2020
- G. Review of the 2020 Budget:
- a) To pressure was the sidewalks, it would add an additional \$5,920.00 (that is \$160/building) – the Board voted to add the sidewalks
 - b) Eric Reifschneider made a motion to reduce the legal fees from \$5,000 to \$3,000 – motion carried
 - c) February 1, 2020 the HOA monthly fee will increase to \$88.40. Motion by Joe Searles; second by Eric Reifschneider; all other members approved – motion carried
 - d) Landscaping – Add \$10,000 to Landscaping Improvements to cover \$8,500 for pine straw
 - e) Drop reserve to \$28,897.72
 - f) Amanda will see what rates are available for a \$150,000 CD
 - g) Dispute between [REDACTED] – Amanda was subpoenaed – Total cost was \$726.60. Joe Searles made a motion for the Board to assume the expense; second from Mary Myers – Eric Reifschneider opposed – Tammy Rowland voted to assume – motion carried
- 7) Next meeting will be the Annual Board Meeting – January 13, 2020 at 6:30 PM at Christ's Church
- 8) Motion by Joe Searles; second by Eric Reifschneider; all members approved to adjourn December meeting at 7:59 pm.