

Board of Directors Meeting Minutes

3:45pm on October 16, 2023 @ 7027 N. Dubuis Dr. (Greenstone Model Home)



The meeting was called to order at 3:45pm with all Directors present:
Ryan Crosby, Ryan Carrie, Mary Hammerly, Tony Delio and Sally Gidlund

Also present were Melissa Owens and Gil Pierce of Rockwood Property Management

Ratification of Board decisions made in the interim:

- The following accounts were turned over for collection by CFS: VIL030505, CDA020428, CDA060222, VIL030605

Board Meeting Minutes of 5/31/23 were approved as presented as were the draft 2023 Annual Meeting Minutes.

Financial Reports through 8/31/23 were approved as presented by RPM.

The Board reviewed options to collect severely delinquent accounts and debated cost benefit of attorney referral vs collection agency. Melissa will collect pricing information from VF-Law for initial account review so the Board can make a more informed decision regarding signing the engagement letter. Additionally, Melissa will send the Board a 10-year AR data comparison.

Board requests a reminder RE fireworks prohibition. This will be added to future newsletters as applicable.

Proposed 2024 Budget

The Board reviewed the proposed budget presented by RPM. Significant changes, questions and concerns are detailed below. **The Main Assessment increase from 25.30 to 28.00 per month.**

- Postage expense is upwards of \$18k; in an effort to cut costs, the email opt-in will be stressed in the assessment increase notice. Add note to Budget notice RE email opt-in – get to BoD for review.
- Income tax line item is increased significantly to account for interest earned on reserve fund investments.
- Reserve funding is increased significantly based on updated pricing data. A reserve study was not completed as intended this year but RPM is still endeavoring to complete the process.
- Irrigation zoning limits the HOA's ability to precisely measure water distribution by each residence and so overwatering will occur in some areas with under watering in others. To conserve water, the HOA could update and amend irrigation zones and buy new controllers to function with a higher level of accuracy but the cost benefit is insignificant compared to installation and monitoring expenses moving forward. Ryan Carrie volunteered to perform an irrigation audit. RPM will provide meter information so he can collect usage data from the City for analysis.
- Management fee will increase by 0.25 per door.

The Parkside Assessment will increase from 88.00 to 100.00 per month.

- Flower budget increased to ensure the appropriate allocation is assigned to the sub. Flowers are purchased in bulk and divided between the Main and Parkside based on use.

The Sorbonne Townhomes Assessment will increase from 107.00 to 132.00 per month.

- RPM is shopping rates to ensure the 10% increase from Greenleaf is on target with market pricing.

The Villages will increase from \$18 to \$25 per month.

Park Rose Assessment will increase from 110.00 to 125.00 per month.

- Perimeter Security Group offered a bid for semi-annual maintenance to the gates which is significantly higher than past years.

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Soleil Park Assessment will increase from 117.00 to 135.00 per month.

- Lawn Pest control budget increased to provide for cinch bug spray, which hasn't been budgeted previously.
- When irrigation is turned on in the Spring, RPM will ask the irrigation team to check for leaks to ensure the water expense isn't inflated. However, we do expect more watering and mowing in Soleil than Park Rose so the budget line items are expected to vary between these two cost centers.

Vigne Blanche Assessment will increase 110.00 to 125.00 per month.

- The Developer will make a contribution to help reconcile the anticipated deficit. As the community is built out, the budget will be reconciled by member assessments.

Upon a motion made and seconded, the proposed 2024 Budget was approved as presented. RPM will draft the notice of assessment increase for Board review.

HOMEOWNER FORUM

- Tony reports that owner of 6531 N Cornwall – snow plow damaged 1 garage door panel last winter. Owner says RPM says they waited too long to report and therefor would not be covered by vendor/hoa. Gil will investigate.
- A Good Samaritan owner is doing odd jobs at no cost as the need presents. Tony asked if the HOA can compensate him in some way to express gratitude. After discussion, the Board agreed with RPM's advice that all common area work must be contracted by a licensed, insured vendor before the work is performed.

The next Board Meeting is scheduled for 2pm on Thursday, 11/2/23. The Board will continue to seek a new meeting location that accommodates a larger homeowner attendance.

With no additional business rightfully brought before the Board, the meeting was adjourned at 5:45pm.

Respectfully submitted,
Melissa Owens, CMCA, AMS
Association Admin, Rockwood PM