

HOA Board Meeting 6/25/2025

Present: Brent Pirolli, CC Vliet-Hogan, Alana Stanbery-Sigg, Natalie Ziakam-Norman, Kristin Dunlap

I. Discussion of Roles

- A. All agreed to stay in the same roles
- B. Kristin agrees to the Co-Treasurer role for the upcoming term
- C. Brent shares that there is a lot of busy work with compliance notices and maintaining regulations
- D. Vice President: CC will send notices and monitor compliance ;
 - 1. Violations 3/5 must agree. Pictures through email to the board for a vote.

II. Neighborhood progress

- A. Auditor's website for review purposes
- B. Good to see an increase in property values
- C. New builds are looking to sell for 320,000 or above

III. Treasurer Report

- A. Four houses still be in outstanding balance status in 2025
- B. Four houses in the collection for outstanding balance in 2026
 - 1. Cashier's checks are accepted throughout the year
- C. Notices have been sent
 - 1. Lien was placed on 707 and will be noted
 - 2. Two Notices sent 1006; Final notice will be sent
 - 3. 1011 & 1006 partial paying
 - 4. Final notice will be sent with additional Lien information 1025
- D. Liens are filed with the Wood County Recorder's office
 - 1. The president completes paperwork, and the Secretary will deliver
 - 2. There is a very specific process. There is a template available in the drive
 - 3. Liens expire after 5 years and need to be refiled

IV. Insurance

- A. Which company?
- B. Specific board member's name?

V. Dues

- A. Small increase with the hope of recovering our emergency fund (\$20,000)
 - 1. Upcoming expected costs
 - a) Cost of electricity to run the aerator - \$40-70/ month
 - b) Cost of a solar panel? Watts and power to run bubbler etc.
 - 2. What are the maintenance costs for retention ponds
 - a) Aerator \$1,500/ 10 years
 - 3. Must maintain storm sewers with hydrojet cleaning
 - 4. Maintain the retention pond sewer grate in the middle of the neighborhood
 - 5. Front Sign & public sidewalk has insurance for the HOA and members

VI. Insurance

- A. Which company?

- B. Specific board member's name?
- VII. Options with a contingency plan, money 5 years from now**
 - A. Room for big maintenance projects
 - 1. Mailbox Doc discussed - turnkey service
- VIII. Returned Discussion of Builder Responsibilities**
 - A. CC will follow up with the builder to discuss the build of the Pond
 - B. Looking for information to connect with John
 - C. A new fence was installed alongside the back of the neighborhood
 - D. Rough grade on houses; a "gentle" reminder from Brent to regrade the pond
 - E. HOA board agrees that before any new plans for buildings are approved for the city's permits, builders need to finish pond project before anymore plans were approved
- IX. Shed being moved**
 - A. City will be enforcing the next steps for 1070
- X. Trees**
 - A. Notices were sent in 2024; no trees were planted by the city
 - B. Action in 2025; Violation process
 - 1. First notice 30 days or a fine
 - 2. Second notice failed to address, fine \$100 and 30 days
 - 3. Final notice, fees continue monthly to max of \$600 +\$250 and lien on house
 - 4. Include the Treescape plan with notices
 - C. The resident is responsible for maintaining trees; the City will plant and remove
 - D. HOA unanimously agreed 1058 doesn't need to install tree due to lack of space because of the hydrant and light
- XI. Lights & Weeds**
 - A. Notices to be sent 1021
- XII. Quickbooks basic / online**
 - A. \$35 / mo with more than 1 account holder
 - B. Autogenerate invoices annually
 - C. No manual spreadsheet work
 - D. Aging reports for audit purposes
 - E. Non-profit discounts for enterprise software and tax-exempt status?
 - 1. W-9 should be accessible on drive
 - F. Past data input is not necessary
 - G. Motion moved to vote: 5/5 approved
- XIII. Old Documents**
 - A. Brent has documents from David that he will sift through and offer information to neighbors as needed.
- XIV. Little Library**
 - A. Getting closer to installing now that the road is finished
 - B. Tabled until we get the builders' responsibilities