

TMEPOA Board of Directors Meeting 10/19/2021
Agenda

Meeting Called to Order: John Leder at 7:02PM EDT

Attendees:

John Leder, Nancy Ricker, Beth Ellstrom, Daniel Mills, Rod Fortney

Opening Comments: John Leder
None

Financial Review: Nancy Ricker

- All expense categories are operating within budget
- Building impact fee received for lot 5A which is starting construction.
- Current account balance totals: \$91,552.26
- Forecasted expenses through the end of year are estimated to be \$11,000
- Forecasted end of year balance \$80,000.

Development / Lot Updates:

Lot 5B: Chiapetta – Construction in progress

Lot 5A: Roy – Construction started

Other transactions:

730 Timberwood Dr – Sold

Lot 31: Sale pending

- **Old Business:**

- **Amended CCRs – In progress**

- Rod Fortney reported that minor adjustments made and forwarded to board for comment. Adjustments include remove 6" grass height, clarified the phrasing that states must get permission for ANY tree cutting, permission only required if cutting > 30% of lot, removed pruning of trees, clarified the limit of 3 dogs vs 3 pets.

- **Road maintenance – on-going**

- Road Fortney reported that he continues to try to get estimates for re-grading / re-graveling Hawkeye Trl, Spring Branch, and the upper end of Timberwood Dr in addition to an overall annual road maintenance plan. To date, 4 vendors have been out to look at the roads, none have provided estimates. With the uptick in development and major highway projects in the area our project is considered small and will likely be wintertime projects. In the meantime, Joshua Plants continues to order gravel and spread on Hawkeye & Spring Branch as requested. This is a stopgap until we can secure a major road contractor.

- **Replace gate keypad – Completed**

- Light on the keypad is very dim, can this be adjusted? John Leder to investigate if it can be adjusted.

- **Move Mirror from tree on lower section of Timberwood Dr to improve visibility & easier cleaning – Completed**
- **Replace dead azaleas at entrance.**
 - **Removed. Will they be replaced? Yes**
 - Nancy Ricker volunteered to call Charles Larsen who is a master gardener to get input on when is the best time to plant.
- **Delinquent Accounts**
 - **Collecting from current delinquents**
 - There are 2 lots that are significantly delinquent on dues owed to the association.
 - Rod Fortney has contacted the association's attorney to initiate the collection process on the 2 outstanding lots. We must provide a letter giving 15 days to settle. The attorney to provide the letter within the next 2 weeks.
- **Install mirror on Hawkeye near 300**
 - Not started yet. Include as a 2022 project.
- **Well alerting systems**
 - John Leder tried out the WebRelay component that uses cellular for communication. Could not get the unit to connect at any wells. Looking at other options such as a wireless hotspot. Once a reliable configuration / cost has been confirmed the goal is

to replicate to unmonitored wells. Well # 3 on Hawkeye Trail is the 1st well targeted.

- **Board positions up for election – All**

- To date, 6 people have submitted their names. The top 5 votes received will be considered the new board members.
- Received requested bio from 5 of the 6 candidates. Rod will send out the Bios to all registered emails on 10/20/2021.

- **Annual Meeting Planning**

- Meeting will be 100% virtual due to inability to locate a facility likely because of covid surge in the county
- Meeting notice sent on 9/23/2021
- Eligible vote list provided to John Leder for posting on the website 10/11/2021
- Zoom meeting notice sent by email to all registered email addresses on 10/16/2021
- Zoom meeting notice sent via USPS on 10/18/2021 to the 2 owners that have not registered email addresses.

New Business:

- Proposed 2022 Budget

- Nancy Ricker presented the 2022 proposed budget which includes the cost of well #7 (lot 49) coming on-line.
- It was proposed to increase the fee paid to Mr. Day for keeping the gate to \$75 / month.
 - The Board unanimously voted to approve the increase for the 2022 budget.
- Rod Fortney requested that the 2022 budget for road maintenance be increased by \$30,000 to account for the following projects, re-grading / gravel Hawkeye, Spring Branch & the upper end of Timberwood Dr; patching the asphalt across the top of Timberwood Dr; fix Timberwood Dr where it is dropping after the 1st turn inside the gate.
 - The Board unanimously voted to approve the increase to the road maintenance for the 2022 budget.
- Rod Fortney made the motion to approve the 2022 proposed budget & present for vote at the annual meeting . John Leder seconded the motion. **The Board unanimously voted to approve the proposed budget and present at the annual meeting for owner approval.**
- **Add PayPal / Credit Card option for paying dues**

- **UCBI does not have an on-line option**
- **PayPal adds a 2.8% charge.**
- **Beth Ellestrom suggested use of QuickBooks.**
Beth will research costs.
- **Renewal of contract with Joshua Plants for grounds maintenance.**
 - The Association's annual contract with Joshua Plants, owner of The Little Orange Tractor to maintain the grounds, handle minor requires, etc. expires 12/31/2021.
 - **Rod Fortney** made to motion to renew the contract at the same rate as 2021. Nancy Ricker seconded to motion. **The Board unanimously voted to renew the contract.**
- **Entrance Gates**
 - John Leder stated that the pillars supporting the gates are slowing leaning resulting in the gates becoming closer to the asphalt. This is caused by age and normal settling. John has spoken with a gate company that has recommended that the Association install steel posts 5 feet behind the existing pillars and move the gates to the steel posts. This will enable the Association to re-use all existing equipment and maintain the stone gate façade. **John Leder** agreed to get a written estimate from the gate company for the repairs and present to the Board.

- **2021 Annual Meeting Agenda**
 - **The Board agreed on the following agenda for the annual owners meeting.**
 - Meeting called to order – John Leder
 - Opening introductions of Board / Officers - John Leder
 - Rod Fortney will explain how voting will work using the Zoom “polling” feature.
 - Accept 2020 Annual Meeting Minutes (posted on website) – Rod Fortney
 - Vote to accept
 - Financial Review – Nancy Ricker
 - 2021 Budget vs Actuals
 - 2022 Budget
 - Vote to adopt 2022 Budget
 - State of the Development
 - Grounds – Rod Fortney
 - Wells – John Leder
 - Roads – Rod Fortney
 - Election of Board Members – Rod Fortney
 - Nominations from the floor
 - Vote
 - Proposed Amended CCRs Discussion – Rod Fortney
 - Open Floor Discussion – John Leder / Rod Fortney
 - Adjourn
 - Vote

Meeting Adjourned:

Rod Fortney made the motion to adjourn the October 19, 2021 TMEPOA Board of Directors meeting.

Second: Daniel Mills

The Board unanimously voted to Adjourn at 8:46pm EDT