

HOA Minutes for December 7, 2024

Present:

President: Bram Larrick, on medical leave

Treasurer: Elaine Yates, absent

Secretary: Valerie Atchison

Director: Evan Archerd

Director: Chris Christensen—Presiding in Bram's absence

Director: Erin Douglas

Director: Tony Rosca

Previous Minutes (for December, 2024) not yet available due to Valerie's vision issues.

Annual review of agreement with Walsh Bookkeeping, and potential in-person meeting

The Board agrees that Walsh has been effective and reliable. Erin noted that they are very affordable: \$200 for the HOA tax returns. Evan said that the cheapest he has seen before for equivalent work was \$500. Clearly, Walsh is giving us good value.

Tony moved to accept the Walsh agreement.

Evan seconded.

The Motion was carried unanimously.

Meeting on December 16: Erin noted that Walsh has offered a meeting. Elaine as Treasurer would attend, but open to the full Board. Elaine, Valerie, Erin and Chris will attend.

Walsh has offered to create a 2025 budget for the HOA.

Consideration of the Commercial Association's outstanding Dues

Evan said that the 2023 and 2024 numbers seem reasonable. The LLC's accountant has not yet been able to address it yet, but the complete numbers should be available next week. The figures since the turnover from the LLC to the HOA membership need to be examined.

Landscaping

Both Tony and Erin gathered new estimates to complete the rock installation in the parking strips.

Erin has obtained estimates from Oliva, our current Landscaping contractor and another contractor. Oliva replied with an estimate of \$6,750, which would be a 30% reduction of the original estimate (which included plants, weed cloth and irrigation, not just rock installation). Erin asked Tony if his estimates includes plants and irrigation, or if it is only for rock? Tony replied weed cloth, and the rock.

Evan remarked that typically it complicates matters (they could point fingers if something goes wrong) when an additional landscape contractor is brought in, so if possible, it is best to retain our landscaper - especially if rates are comparable or less with our current landscaper.

Evan noted that Oliva's current contract with us works out to \$68/month, per house. This includes the costs of upkeep for the park and weekly maintenance of front yards, including irrigation systems, and is very reasonable. He thinks that we are not being overcharged.

Also, Erin said that Tony is right to get get competitive bids every so often.

The feedback has been that Oliva is reliable, responsive, and communicates well with us.

Erin noted that Tony is not happy with Oliva and the increased dues. Chris asked for clarification if it is because of the landscaper, per se, or the increased dues, or both? Chris, who has been here since very early in the development, finds that Oliva is by far the best landscaper that we have had.

We are locked in by the CC&Rs to provide landscaping and irrigation for the common areas, including the park, and the front yards—therefore we need a licensed contractor.

Erin noted that if we were to have a reliable property management firm, as many HOAs do, that our dues would increase considerably. She talked to Josh at Ashland Property Management, and their rate is \$50/month, per member. This would be on top of the dues we already pay. She emphasized that we need an engaged and competent Board if we are to avoid increased dues for a management company.

Once the new Board is installed for 2025, we can re-evaluate the CC&Rs and landscaping issues.

Chris noted that at this point, Oliva's estimate is the lowest. Erin said it is important to bring this to a vote because we are getting emails from members asking when the rock will be installed.

Evan moved that we hire Oliva for \$6,750 to complete the rock in the parking strips.

Erin Seconded the motion.

The motion passed unanimously. Oliva will finish the rock.

Erin said that new plants would be planted and the lawns will be fed on Monday.

In terms of plant cost, Shooting Star Nursery is cheapest in this area (according to Leonard and another landscaper), Valley View Nursery is the most expensive.

Parking Signs

Erin is looking into the proposed parking signs for the four HOA spaces next to the park. What wording do we want, and should the sign specify the 72 hour parking limit?

We could put a reminder on the bulletin board that parking, consistent with city rules, will be limited to 72 hours at a time. Evan suggested that Walsh can also send an email to remind people of the 72 hour limit. He suggested that green is a good color for the signs, and two should suffice. He will talk to Sabino about installing them.

Chris noted that we had previously voted to approve the purchase and installation of the signs.

Google Workplace

Erin suggested that the HOA get Google Drive Workplace set up before she leaves the board in order to have HOA ownership of documentation. Previously, the Google Drive for the Board was started by David, and when he left the board, Bram started a new google drive. However, with both of them no longer on the board, we can't access all documents. The Board needs a master document system for all HOA docs that the board owns instead of a board member owning since they come and go.

Erin says that there is a small fee per user for a Workplace Google Drive. This allows the HOA to have its own dedicated site for storage of communications and documents.

We have the website, but it does not accommodate communications and other documents that should be retained in an accessible site. Valerie said that we need to keep track of agendas and Minutes. Erin said that Ariel, our new web person, can support us with both the website and the google drive. Chris offered to check with David if he will release his google drive to us so Erin can transfer HOA documents to a new google workspace HOA drive. Google account and Chris and she can work it out and transfer the data. Google Workplace is for the organization and not one owner, making it a better option.

Scheduling the Annual Membership Meeting

The suggested date for the meeting is January 18th, 2025. It will be a Zoom meeting.

Evan said that a 10-day notice is required to announce the date of the meeting. Erin replied that we should get the announcement out as early as possible, to encourage more members to attend.

Erin has drafted some job descriptions for Board members to ensure work is shared.

We need to recruit new Board members, and get more engagement from homeowners. If we cannot get enough Board members, we will go into receivership—which is very expensive and would greatly increase our dues.

We discussed that at some point we may need to compensate (discounted fees) Board members, to encourage participation. But our current bylaws don't allow for that, however the could be changed /voted on. This would be a less expensive option than hiring a management company or going into receivership.

However, we may run into state regulations since offering compensation to Board members means that it would therefore no longer be considered to be a volunteer board.

Treasurer's Report

Elaine is not present today.

CC&R Review

We will meet in person at Chris' to go over the CC&Rs and consider necessary revisions and changes.

Get well wishes for Bram

Chris has a poinsettia for Bram and Erin will take it over with a card from the Board.

Meeting adjourned.