

**WOODS AT TRADER'S POINT
MEETING AGENDA**

February 21, 2023

Attendees:

Attendees: (* denotes absence)		
Liz Barringer	Brian Brenn	Maria Dibble
Liz Funk *	Tim Gordon	Andrea Harris*
Misty Kunz	Christina Nez, Elite Property Mgmt	

1. Call to Order

The meeting was called to order at 6:31 p.m.

2. Review and Approve January 24, 2023 Minutes

The minutes from the January 24, 2023 meeting were approved.

3. Neighborhood Concerns

PTRA Membership

Misty will complete the membership application, pay the \$40 fee, and submit the expense to Christina at Elite Property Management for reimbursement. The HOA committee will have periodic membership turnover so the committee discussed keeping the contact information generic on the PTRA application:

- Contact - Woods at Traders Point
- Mailing address – Elite Property Management PO Box
- Telephone number – Elite Property Management
- Email – use the HOA group email

PTRA meetings are held at the Pike Township Office located near 56th Street and Lafayette Road. Discussion regarding meeting attendance focused on how pertinent the agenda items are to our neighborhood, use of the open forum portion of the meeting, and who and how many from the neighborhood can/should attend. PTRA does not consistently publish meeting minutes so attendance is needed but not necessarily at every meeting.

Christina will add a new line item to the budget labeled PTRA Memberships which will be a reminder when generating the next budget to include the expense.

4. Treasurer's Report

Clarification was requested for services provided by Comer Nowling & Associates. This is the company that did the reserve study. In addition, the monthly report includes a bank statement from CIT and the balance sheet reports the funds with a bank titled CAB. These are the same institution however the name was changed from CAB to CIT. Elite will update the balance sheet to reflect the new name.

The balance sheet listed a line item in the liability segment labeled Prior Year Net Inc./Loss. It was not clear what this represented. Christina will research and report back to the committee.

There was no dues income collected in the month of January. The annual dues notice was distributed mid-January. We should see new income posted starting in February 2023.

5. Other Business

Holiday Decorations

Woods at Traders Point owns the Christmas decorations at the front entrance of neighborhood. Komplete charges the neighborhood \$200 for removal and storage of the decorations. Komplete is willing to drop off the holiday decorations for the neighborhood to take ownership of storage however at this time it is uncertain if there will be a delivery fee and if there would be a partial refund for the annual storage already paid. Liz Barringer offered to store the decorations at her home. This still leaves the issue of installation next winter.

Christina provided a cost comparison for decorations provided and installed by other vendors in the Elite portfolio. The cost for a regular size package (2 wreaths, 2 bows, garland and lights set up and take down) rental cost is \$399. Christina will reach out next fall to Komplete requesting they drop off the holiday decorations at Liz Barringer's house. In addition, Christina will look for a new vendor who can offer the holiday decoration services. The HOA will send an email to the community in the fall asking for volunteers to decorate the neighborhood and will ask again at the annual meeting.

Third Quarter meeting date for Christina to attend

Christina received a new communication from Marion County Library Services that all Marion County Libraries will be closed on November 6, 2023. She asked if the committee wanted to keep or change the meeting date. The committee wants to stay with the annual meeting scheduled in November. Last year's meeting was held at the Hilton located in INTEC. The committee is willing to move to that location again this year. Christina will contact the hotel to schedule the annual HOA meeting on November 6, 2023.

The third quarter meeting was originally scheduled for September 19, 2023. Christina has a scheduling conflict for that date. The committee agreed to move the third quarter meeting to September 12, 2023. Items to be reviewed/discussed/approved include:

- 2024 contracts/bids every contract will need to be reviewed/quoted for 2024 season. (Important to know Snow contracts are typically from November - March)
 - Elite - renews yearly Jan-Dec
 - Mowing/Irrigation - contract with Komplete expires end of 2023 season
 - Pond - contract with Hoosier expires end of 2023 season.
 - Snow - contract with Dotson expires March 2023.
- 2024 Draft Budget
- 2023 Draft Annual Meeting Notice (budget & meeting notice are mailed 30 days prior to meeting date)

HOA email-Administrator

Misty still has not received information on transitioning the HOA administrator to a current HOA committee member. She will reach out to Audrey again requesting the user and password information. If Misty receives the credentials, she will immediately change the password. Another option is to close out the old HOA email address and set up a new one. Email from the old email address could be forwarded to the new email address. The new email address could be set up through Elite however Christina would not be responsible for monitoring.

The committee will wait till next month to make decision(s) regarding next steps.

Pond Maintenance

Pond services through September 2023 are provided by Hoosier Aquatics (annual: \$1,890) and Primrose & Cattails (annual: \$320). Hoosier Aquatics does not provide muck reduction services. ASAP Aquatics offers muck reduction services however they will not contract for muck reduction work only. ASAP Aquatics requires they provide full pond services.

The committee requested more detail regarding muck reduction. Christina shared information from a website that explained pond muck and why it is needed:

Pond Muck is an accumulation of decaying plant life, fish waste, and various organic materials found at the bottom of ponds and lakes. The organic material includes decaying plant and animal tissue, dead algae, leaves, sticks, twigs, etc., while the mineral component consists mainly of sand, silt, clay, and other minerals. Normally, muck is not a problem for fish because they can filter most of it with their gills. However, if there are too many particles in the water or if the muck contains toxic substances such as pesticides, herbicides, fertilizers, or heavy metals, these chemicals may harm fish. Muck may not be very harmful, but it negatively affects water quality. Muck accumulation will cause your pond to stink and make recreational activities much less enjoyable.

The committee is satisfied with the current vendor Hoosier Aquatics. There is not enough cost information available regarding muck reduction to discuss a vendor change at this time. Christina will contact ASAP Aquatics for an estimated 2024 cost of servicing the pond including muck reduction.

6. Adjourn at 7:39 pm