

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

January 24, 2023

**Attendees:**

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

**1. Call to Order**

The meeting was called to order at 6:33 pm.

**2. Meeting Minutes**

The minutes from the December 20, 2022 meeting were approved.

**3. Neighborhood Concerns**

Traffic on Marsh Road

Pike Township Residents Association (PTRA)

Dawn Barringer a PTRA member joined the meeting to discuss PTRA and how our home-owners association (HOA) might benefit from joining. PTRA has been in existence for 50 years. Ms. Barringer provided 3 months of meeting agendas as an example of attendees and topics discussed. Membership provides the HOA a voice in topics that impact our neighborhood and the surrounding area (examples: traffic on Marsh Road and development of the property for sale at 79<sup>th</sup> & Marsh Road). PTRA does not always win the argument, in those instances they work towards the best results for both parties (covenants).

City personnel that attend all meetings consist of a minimum of the fire marshal, police, and the mayor's advocate. They respond to questions and take concerns back to the appropriate contacts. Once the HOA becomes a member they will receive agendas in advance of the meetings, notices, and information on who to contact regarding various subjects.

The annual cost for an HOA to join is \$40. Funds are used to cover the cost of mailings, post office box, flyers placed at residential homes, etc. Ms. Barringer provided an application should our neighborhood association decide to join. Once the application is received PTRA sends an invoice for the fee. The expense could be built into the budget and paid by Christina. Overall, the committee thought the cost was minimal and it would benefit the neighborhood to know what is happening in the surrounding area. Previous attempts at starting a neighborhood watch program had not been successful due to lack of response from the appropriate groups. Joining PTRA would be a good start in implementing a neighborhood watch.

The committee approved joining PTRA. Misty will discuss with Christina.

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting:  
Misty will complete the PTRA application and pay for the membership. Elite will reimburse her.

Letter sent to neighborhood by Judy Donner – committee members confirmed they had received.

2023 Dues Notice

Residents have received the 2023 HOA dues notice which included the rate increase.

#### Electrical repair at entrance

The minutes from the annual meeting included a note of project not completed – electrical repair at entrance. The committee was unclear regarding the exact nature of the repair needed. Outlets that power the entrance lights are working. If work is needed the committee discussed delaying the work till warmer weather is here.

Misty will contact Christina for more detail.

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting:  
Electrical repair at entrance: Christina said the outlet on the north wall of the entrance was not working. She sent Huff Electric to fix it. Huff Electric did the repair work in December 2022, so everything electrical should now be working at the entrance.

#### 4. Treasurer's Report

Brian reviewed the financial report provided by Elite Property Management. The expenses appeared to be appropriate.

The November 2022 balance sheet listed a line item in the liability segment labeled Prior Year Net Inc./Loss. It was not clear what this represented.

Brian will contact Christina for more detail.

#### 5. Other Business

##### Holiday Decorations at entrance – removal and storage

The committee was not aware that there was a separate fee for removal and storage of the entrance holiday decorations. The committee requested clarity regarding ownership of the holiday decorations and previous year(s) pricing for installation, removal and storage before making a decision on how to proceed. In addition, the committee wanted to know if we own the decorations did the HOA pay for storage in previous years. If the committee decides to continue use of a company for this service the committee wants the decorations installed earlier and a work order detailing the cost and service provided.

Misty will request this information from Christina.

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting:  
Christmas decorations at the front entrance of neighborhood: Christina spoke with Ben at Complete. WTP does own the Christmas lights/décor. Complete would certainly be willing to drop the lights off if someone wants to store them at their home and our neighborhood want to put them up and take them down beginning next Christmas.

Should the committee decide to not use a company for this service going forward, before cancelling, individuals responsible for installing holiday decorations at the entrance and the subsequent removal and storage needs to be identified.

##### Choose meeting dates for Christina Nez, Elite Property Mgmt to attend

Christina is to attend one meeting quarterly. The committee selected the following meeting dates:

February 21, 2023

June 20, 2023

September 19, 2023

2023 Annual Meeting

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting:  
Christina will join the following meetings: Q1 – Feb. 21, Q2 – Jun 20, Q3 – She is not available on Sept. 19

and wants to know if we would be willing to change our meeting date. She is available Sept. 11-14 and 20, Q4 – Annual Meeting – Monday, November 6, 6-8pm, Pike Library

#### Choose date for 2023 Annual Meeting

The committee wanted to avoid meeting dates near the holidays in order to bolster attendance. The committee's preference is for the annual meeting to be held on November 1 or 2, 2023. If there is not a quorum for the first meeting then the next meeting date should be scheduled for November 6, 8, or 9, 2023. The meeting(s) will be held at the Pike library located on Zionsville Road. If the library is not available on these dates then a meeting room at the Hilton Hotel located in INTEC will be reserved.

Christina is responsible for scheduling/reserving the meeting space.

Subsequent to the meeting Christina contacted Central Library Services to schedule the annual meeting on November 6, 2023 at the Pike Library located on Zionsville Road from 6pm to 8pm. Jacquelyn Brewer, Central Library Services confirmed via email the reservation.

A reminder that the December HOA meeting is a transitional meeting, members leaving the committee and new members joining.

#### HOA email

Not all of the committee members are able to access the HOA email. Previous committee members have been the administrator however it is unclear who is the current administrator. For continuity it would be helpful if the property management company took over the administrator role providing and closing committee member access.

Misty will contact Pam for background information before taking next steps.

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting: HOA email box – this was already put in place before Elite took over. Misty will speak with Judy Donner and Pam Suchecki to see how to remove them from Administrator of the email box.

#### Streets within Woods at Traders Point

A neighbor inquired about responsibility for repairing the streets within our neighborhood (do we or the city own the streets). The committee thinks the city owns the streets and is responsible for street repair however the information needs to be confirmed. Possible sources for verifying information includes: Department of Public Works (DPW), Mayor's Action Line, and PTR. A.

Liz B. will make inquiries and report back.

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting: Neighborhood streets – the city owns the streets. Woods at Traders Point does NOT. If someone has a complaint about their street, they can contact the Mayor's Action Center online or call them.

#### Seeking external funding to assist with the pond

The Department of Natural Resources (DNR) provides grant funding to assist with lake and river enhancements. A conversation needs to be started with DNR to see if our neighborhood pond qualifies for the program. If it does then follow up information can be gathered such as guidelines, possible funding limits, to what extent will they help bring the pond back to the correct levels

The following note is from Misty's conversation with Christina after the January 24, 2023 meeting: Maintenance of Pond: Per Christina – Currently, the neighborhood has a contract with Hoosier Aquatic Care for monthly pond treatments. That contract expires 10/31/2023. Unfortunately, they do not offer

muck reduction services. ASAP Aquatics does have a muck reduction program but they will not do it if they do not have the pond treatment contract. We can look at the numbers and discuss at February the meeting.

Tim will contact the DRN.

6. Adjourn – at 8:14 pm