

**Woods at Traders Point**  
**HOA Board Meeting**  
**July 18, 2024**  
**Minutes**

**Present**

Randy Wetmore, President  
Greg Weinheimer, Vice President  
Maria Dibble, Treasurer  
John Bryan, Secretary  
Andrea Harris

**Absent**

Tim Gordon

**Call to Order**

Randy Wetmore called the meeting to order at 6:10 pm

**Approval of Minutes**

Andrea Harris motioned that the minutes of the June 20, 2024 meeting be approved as written. John Bryan seconded the motion which passed unanimously.

**Financial Report**

Maria Dibble presented the following:

The HOA operates on a calendar year. The HOA has \$61,183 total funds available (checking & savings) as of June 30, 2024.

- Income
  - \$1,350 has been collected from interest, late fees, NSF fees, legal reimbursement, and collection costs.
  - \$600 is new reserve funding from the sale of a home.
  - As of June 30, 2024 there were 3 homes with past due HOA fees totaling \$843: lien on one home, payment plan for 1 home, and 1 home unknown.
- Expenses
  - The annual budget is \$47,950. Total expenses as of June 30, 2024 are \$19,116 (\$18,006 expenses + \$1,110 reserve set aside).
  - Common ground expenses paid to date include mowing, spring start-up of the irrigation system, insect & disease control, and wildlife control (removal of beavers).
  - The increase in June office expense is due to the purchase of postage.
  - Budgeted contracted amounts that will be fully expended by year end have been subtracted from available funds through December. Doing so assists in determining where funds might be available in the budget to support unplanned expenses or increase reserves.

Checking and savings total funds available are \$61,183 minus reserves \$16,110 equals \$45,073 available to cover expenses. Estimated funds needed to pay expenses July through February 2025 total \$37,168. The difference of \$7,905 is currently uncommitted. Funds could be used for unplanned expenses or move to reserves. Potential project expense is tree removal.

- Reserves
  - If we use a reserve beginning balance of \$15,000 and add to it monthly based on the budget amount, then as of June 2024 the reserves total \$16,110.
  - The HOA received \$600 new reserve funds from the sale of a home. These funds can be added to the reserve balance at year end.
  - A question was raised regarding whether the amount of reserve fund contributions from new homeowners could be increased and how.

### **Other Items**

- Water Issue—7417 Cassilly Court and Adjacent Properties

Board members viewed and assessed the ponding issues that have occurred and remain an issue on common ground behind residences. Plumbers and other contractors have been contacted in efforts to identify the source of the water and resolve the issue. Further research is ongoing.
- Vendor Quotes—
  - Snow removal—the same vendor will be retained for this winter season.
  - Landscaping—One quote received seemed inordinately low so Greg and other board members will meet with that company to review the scope of work, onsite. If the quote changes and increases to a level similar to our existing vendor, Komplete, we will continue with Komplete.
  - Irrigation—Quotes were received from Healthy Roots and Stephens Irrigation. Greg will seek clarification on hourly charges.
  - Pond—Contract in place for 2025
- Landscaping
  - Homeowner Carolyn Melek had been asked to provide suggestions for possible improvements to the front entrance landscaping which includes the center island.
    - Carolyn presented a comprehensive plan to enhance the overall appearance while also providing long-term cost savings through installing perennials and utilizing the existing irrigation heads vs. having Komplete provide water services.
    - Carolyn will continue her efforts and asked to review the irrigation coverage areas.

- Tree Removal Bids
  - Three trees, all on HOA common ground including a large tree along the trail, are need of removal. Adolfo's Tree Service offered the lowest bid and has done prior work for the HOA. Greg motioned that Adolfo's bid of \$2,000 to remove the three trees be accepted and work authorized. Maria seconded the motion which passed unanimously.
- Blue Spruce Trees Along March Road and Neighborhood
  - These trees have been treated for needle cast as previously approved
- Street Repair
  - Greg reviewed his ongoing and frustrating efforts to have our street cracks repaired. He has been in touch with numerous individuals with the city with promises made, but no action taken.
- New Board Members
  - Randy reminded everyone that we'll be in need of new board members when the terms of Andrea, Maria, and Tim expire. He will plan to solicit homeowners this summer and in September prior to the Annual Meeting in October. It was further discussed that board members should make efforts to solicit individuals they feel would make good board members in order to encourage their candidacies.
- Website
  - Nick Hannah will be scheduled to visit with the board for ideas on improvement to the website later this year.
- PTRAs Meetings
  - Board needs to revisit who will attend PTRAs meetings in which months
- Encroachment Issue
  - There have been some concerns expressed about HOA members encroaching on common grounds with plantings or household items. This issue was communicated to HOA members in a recent newsletter. It appears that this may no longer be a concern but one that bears monitoring.

### **Adjournment**

There being no further business, Greg moved the meeting be adjourned. Maria seconded the motion which passed unanimously at 8:12 pm.

Respectfully submitted,

John Bryan, Secretary