

Phoebe Park Association Inc.

Minutes for HOA Board Meeting

Wednesday, Sep. 15 2014, 6:30 PM

DRAFT

Meeting was noticed 48 hours in advance. Board members present were: Ron Haase, Abby Burkett, Todd Ziegler and Suzanne Tragesser. Jan Nowakowski represented Vanguard Inc. A quorum was established and the meeting was called to order at 6:30 PM.

President: Ron Haase addressed changes within the Landscape Committee. Ellen Chambliss, Landscape Committee Chairperson, after many years of outstanding service to this community, resigned. The Board approved Joyce Ann as Chairperson and Tom Trattner as Co-Chairperson. Other issues presented were:

- The drainage solutions on Phoebe Park side installed in 2007 are working well; on the Dorman side, flooding and pooling is evident during heavy rains. Some drain covers should be installed for safety reasons.
- The HOA has put a lien on the bank for the back dues for two villas on Phoebe Nest.
- The Phoebe Park Resident Directory is updated periodically. Names are entered voluntarily based on information from Resident Services Office.
- 5819 Phoebe Nest was vacated 15 September.
- A request to remove two trees from the property because the roots were raising the cement. The request was denied because owners must cut the roots not the trees.

Secretary: Draft minutes for the 16 July HOA Meeting were accepted as submitted.

Treasurer: Todd Ziegler presented a thorough review of the Phoebe Park Association, Inc. Proposed Budget for January 1 - 31 December 2015. He addressed certain line items of increased funding and explained some differences between the 2014 Annual Budget and the 2015 Annual Budget. Some of which were:

- Line Item 61-6110-00, Grounds Maintenance on the Proposed Budget report and additional \$6,200.00 was projected to cover additional tree maintenance and trimming.
- Line it 61-6118-00, Landscaping, proposed projected an increase in the 2015 Annual Budget of \$16,700 to adjust for the cost of replacing all the riser as well as other maintenance projects.

The Expense Account Total for the 2015 Annual Budget is \$290,280.00 which forces an increase to the monthly Assessment for Phoebe Park of \$10 for each homeowner.

Landscape Committee: Joyce Ann Haase, as Chairperson for the Landscape committee, addressed projects started and need completion.

Mulching is due; however, since river rock is allowed in Fish Hawk, the discussion of putting river rock in the back of the villas ensued. River rock is more practical because it does not wash away as mulch does and helps with drainage and erosion problems. The river rock would be distributed first in back of the villas. As funds become available, work forward with laying the rock instead of mulch.

Bushes showing signs of dying in the medium between villas and garages will be removed, mulch will be spread and edging will be installed to keep the mulch from washing away.

Re-landscaping is projected based on two approved plans. There is a Plan for green door villas and the other for red door villas. Once the project is reviewed and selected, residents will be able to see the plans on the Phoebe Park web site.

A motion was made by Ron Haase and seconded by Suzanne Tragesser to allow \$500 for holiday decorating supplies.

Joyce Ann requested the front gate walks be power washed. Jan Nowakowski agreed to put in the work order. Joyce Ann stated a walk about was needed to see what trees need trimming again.

#### Vanguard Manager Report:

Jan Nowakowski stated proposals were received for completion of drainage issues. A motion was made by Ron Haase for \$1500.00 to drill the weep holes and add bars to inlet behind Bob Ormsby's house. Abby Burkett seconded the motion.

Three proposals were received for sidewalk repairs in the common areas of Phoebe Park. Certified Foundation's proposal was selected.

A motion was made by Ron and seconded by Todd Ziegler the proposal from Certified Foundations be updated to include minimum grinding.

Jan received three proposals from Attorney's interested in working for Phoebe Park HOA. Jan interviewed all three and was impressed with all of them. The Board considered meeting with each attorney at a later date.

#### New Business:

The next scheduled meeting is planned for October 15, 2014. If necessary, a business meeting will be scheduled November 12 or 19.

Jan stated the Monthly assessment will increase by 5%, which is a \$10.00 increase. Therefore, the increase will change the 2015 Phoebe Park Assessment from \$195.00 to \$205.00 monthly.

Joanne Montanaro is redoing the Phoebe Park Resident Directory. Names and information is entered on a voluntary basis.

Members of the Landscape committee are listed below:

- Joyce Ann Haase, Chairperson
- Tom Trattner, Co-chairperson
- Abby Burkett
- Ross Lowery
- Bob and Chris Garrett

All business concluded Ron motioned to adjourn, which was seconded by Todd Ziegler. The meeting was adjourned at 8:10 PM.