

Tomahawk Creek Condominium Board Meeting Minutes for October 17, 2012

APPROVED

Board: Michelle Buchanan, Jennifer Breece, Rochelle Mitz and Jason Purinton. John McKelvey came in a few minutes late

Signature Property Management: Nancy Desmond, Vickie Talley

Meeting was called to order at 6:30 pm.

First order of business was approval of minutes for September 19, 2012. Jennifer Breece called for approval and Rochelle Mitz second the motion. The minutes were approved unanimously.

Managers Report

Nancy Desmond reviewed the pending issues on the weekly condominium report dated October 12, 2012 and stated the November meeting would be November 14, 2012 due to Thanksgiving.

Financials

John McKelvey reviewed the September 2012 financial report. He stated the Time Warner code of 5209 was missing a payment but would be reflected on the October Financials. John stated that all Solution System invoice received in December would not be paid until January 2013 due to money restraints. John mentioned that money will have to be taken out of the reserve in order to cover repair expenses for the year.

John has requested that a reminder be sent in February and March of next year to all owners who have not paid off their Special Assessment. Nancy Desmond stated she would include a reminder in the newsletters each month prior to April 30, 2013. Vickie Talley reviewed the balance sheet with the treasurer's approval.

Architecture Committee

Rochelle Mitz reported that the ARC committee is still working on determining the replacement option for the patio light replacements. Rochelle also reported that there had been several window replacement applications so far for the year and 1 screen door application.

Landscape Committee

Michelle Buchanan reported the bid to reseed around 11603 was \$700. Bill Gates priced two bags of grass seed for around 11603 area and other areas needing attention at \$50 a bag. Bill Gates will be completing the seeding instead of the landscaping company to save money.

Social Committee

Jason Purinton gave a report on the social budget and that he had approved \$100 to Karen Mann to be used for the pet parade. He also stated that instead of having a holiday party he would like to have a safety meeting and invite an FBI speaker.

Covenants Committee

Linda South reported on the following for the covenants committee.

- **Use Restriction Heating of Units in Colder Months** – During the winter months it is the owners responsibility to keep the temperature in their units at no lower than 50 degrees. Owners are responsible to keep out heating equipment in good working order. If the equipment breaks the owner(s) are to notify the office. Any damage from pipes breaking, etc is the owners responsibility.
- **Associations Responsibility Regarding Insurance(Article V)** – The association is required to purchase master insurance policy. Owner(s) can get a copy of the master policy from the office. Owner(s) are responsible to purchase their own homeowners insurance and are required to provide the office with

proof of insurance. If at any time the owner(s) insurance is canceled, the owner is required to inform the office.

- **Maintenance Responsibility (Article VI)** – If owners do not perform or maintain their units properly and in accordance with the Declaration and Bylaws the association will provide written notice to the owner(s) indicating that the associations intent is to provide the necessary repairs and that the work will be billed back to the owner.

Old Business

John McKelvey stated that the Reserve Study was just received and distributed to each board member for their review.

Nancy Desmond presented the proposals from Bordner Roofing. Jennifer Breece inquired to the warranty on 11630 and 11618 as repairs had been made to the buildings recently. Nancy Desmond stated she would contact Bordner and report back to the board.

Jennifer Breece made a motion to approve all repairs except Building 30 and 18. John McKelvey second the motion, the vote was approved unanimously.

Jennifer Breece asked if we had received the invoice for the roof repairs on Building 20. Nancy reported that they had not yet received it. Nancy will follow up with Bordner.

Nancy Desmond reported there would not be trash service on the Friday after Thanksgiving. Jason Purinton stated last year there was trash left out on the curbs all weekend. Nancy Desmond would propose a schedule to the board before next board meeting.

New Business

Jennifer Breece discussed Association Voice web hosting Website. The site would have a www URL and we would have to buy a domain name for the community. The cost was approximately \$150 per month. Jennifer reported that the website has the capabilities to provide the community with the following features:

- Voting
- Multiple Calendars
- Newsletter
- Community forums (similar to a blog)
- Comments/suggestion section
- Paying dues (Signature provides this already)

Nancy Desmond stated that Signature provides a free Website that Signature Property Management currently provides and reported that all but one item mentioned was available on the current Website. Jennifer Breece stated that in order to access the website Signature provides you have to go through the dues payment website, which is not convenient for the residents.

Michelle Buchanan gave pricing for a trash dumpster to be scheduled twice in 2013 for large item pickups.

Michelle Buchanan presented three landscaping proposals for the 2013 season. Questions were raised by Jason Purinton and Jennifer Breece as to why this was up for vote as it had already been discussed and voted on earlier in the year. Jason Purinton made the motion to approve and Jennifer Breece second the motion. The motion passed by a unanimous vote.

Michelle Buchanan discussed obtaining two additional proposals for the 2013 painting / wood rot repair. The board requested Signature Property Management have a meeting with Paul Potter and report back to the board on the findings of wood rot, painting schedule, warranty of paint and type of paint.

Michelle Buchanan reported that the owner of 11619F was asking if the HOA would pay any part of his interior repair due to the brick replacement problem. Jennifer Breece made a motion not to pay for the interior repairs until further information is presented to the board, Rochelle Mitz second the motion. The motion passed by a unanimous vote.

Michelle Buchanan reported that Mason Exterminating would be spraying 11623 for roaches due to 11623D finding some behind the sheetrock while doing construction on the building.

Jason Purinton talked about the noise level in 11616D and what could be done about violation fines on owners who rented out their units.

Board Member Discussion

John McKelvey stated there was to be a 2013 budget meeting on Wednesday, Oct 24, 2012 with Signature Property Management.

Rochelle Mitz discussed the financial information to be distributed to owners at the board meeting. The balance sheet and agenda was available for this meeting and John McKelvey will inform management what reports the board will provide to the owners at future meetings.

Open Forum

02K Karen Mann - Commented she wanted a holiday year-end party instead of a safety meeting. She also stated that it would be nice if we could have one of the 2 big parties at a different time of the year. Karen stated that not everyone goes to the pool and that it would be nice if one of the parties was in the fall(after the pool is closed) or spring(prior to the pool being opened). Karen mentioned that other residents had made comments to her about their dues paying for alcohol and that they did not think it was right. They were not able to make the meeting so she told them she would bring it up for them.

Karen stated that she thinks the office hour changes are not convenient for the residents. She works until 5pm and would not be able to make it to the office if she needed to. Karen stated the decision to change the hours is not in the best interest of the community.

Karen stated that there had been 2 times in the last week were the doggie bags were empty. She asked why they are not on Bill Gates schedule to refill. Nancy Desmond stated they are on the schedule at least two/three times a week. Nancy also asked that when Karen finds the doggie stations empty to please call the office and she will make sure they are refilled.

Karen also stated she does not think any owners should call EPIC Lawn and Landscape when there is a problem. Karen believes only the office or a Board member should be contacting EPIC. Nancy Desmond stated that owners were not calling Epic Lawn and Landscape to her knowledge. Karen informed her that she was informed by a resident that this was in fact occurring. Nancy reiterated that she was not aware that residents had contacted Epic.

13F Linda South – Linda South asked if anyone on the Board had spoken with the City on the dredging of the ponds. The Board reported that no one had made contact with the City regarding the dredging of the ponds. Linda recommended that the Board contact them before performing the work. Jennifer Breece stated that at this time dredging the ponds is not going to occur due to repair costs and the construction of the new police station.

Linda commented about the FHA vote. Linda asked why the Board did not take any action after only missing passing the change by a couple of votes. She felt that over 66% of the community wanted it to pass and the Board should have taken the steps to get the needed votes when the vote was left open for 48 hrs. Linda stated she felt the board and Signature Property Management did not do enough to get the needed votes for the FHA declaration change. Vicki stated that Signature did walk the property prior to the vote and contacted owners by phone on Thursday and Friday.

Jennifer Breece stated that Signature Property refused to file directly with HUD. She stated that she had contacted HUD directly and that they reported that they had not received a project for renewal of approval for our community. Jennifer stated that it was Wells Fargo who denied us not HUD. Jennifer also stated that according to HUD and their website, hud.gov, the past renewals had been filed using HRAP, which only management companies, associations and legal represents can file through. Wells Fargo is a direct approver and can only submit through DELRAP. Vicki stated that Signature did have Wells Fargo file for us. Jennifer asked Vicki why they would not file directly with HUD. Vicki stated that Joy Peters, VP for Signature, had decided that they would not file directly with HUD.

Karen Mann asked if that was because the contract stated they wouldn't do that. Vicki stated that the contract did not state one way or the other but that Joy Peters made the decision.

Vickie Talley stated the FHA certification was completed the same way as the prior management company, which was thru Wells Fargo. Jennifer stated this was not possible as Wells Fargo is a direct approver and can only approve/submit through DELRAP.

Linda asked if there had been any email votes since the previous Board meeting. Jennifer Breece stated that there had not been any email votes.

21K Gayle Voyles – Gayle stated that in the past financial statements have been given to residents at Board meetings and that she would like that to happen.

Gayle stated she wanted to know why there was not an ongoing project list on the light globes, etc from the board.

Gayle did thank the Board for their work as she knows it is a thankless job.

Adjournment: 9:10