

The Villages of Creekside Homeowners Association

2024 Annual Meeting Minutes

May 7th, 2024, 6:30 PM

I. Call to Order - The meeting was called to order at 6:34 PM by President Rachael Bowman. Rachael gave introductions to the board and Rebecca Lesko (Community Manager) with Esquire.

II. Financial Report

a. 2024 Financial Review YTD - Rebecca Lesko provided a financial update of where the association stands YTD through March 2024. Please see the financial update attached to these meeting minutes.

III. Community Updates

a. Management Report - Rebecca Lesko provided general information on how to contact EAM for any homeowner questions, concerns etc. and provided a little more information/clarification on the role of the Resident Coordinator per the email that was sent to all residents of the Creekside community.

b. Neighborhood Inspections/Architectural Process -

Rebecca Lesko also reminded those in attendance of the process to get approval for any projects to the exterior of homes. If any assistance is needed to submit requests, please contact EAM.

c. Board Updates - The board took turns presenting and answering previously submitted questions from homeowners in the community. The answers to those questions are attached to these meeting minutes. The board also gave updates on projects and community happenings as it pertains to the neighborhood.

IV. Election - An election was held to elect (1) new board member to the executive board. A request for candidates was sent out to all homeowners in early February. Online voting was made available to all owners, and we saw a great response to the online voting and questions submissions, thank you! We had two candidates, Matt Conrad and Russ Karli. Thank you to all who took time to vote online and in person. After the final ballots were counted, the winner of the election was Matt Conrad. Congrats to Matt and a huge thank you to both candidates for running.

V. Open Forum: Please note that only matters pertaining to the neighborhood as a whole will be discussed, items related to your particular unit should be directed to the Management Company rather than discussed during the Open Forum. - Most questions were submitted prior to the meeting. However, questions. Concerns about pool guest monitoring and some questions on trash collection were directed to the board. The board stated they would add these topics to the next meeting agenda for discussion.

VI. Adjournment - With no further business to discuss, the meeting was adjourned at 7:27 PM

January – March 2024 the Villages of Creekside Annual Meeting Financial Update

It is always important that you understand how your Association dollars are being spent and how well the Association is doing from a financial perspective. The following report will reflect income, expense, and account balances as of March 31st, 2024.

January – March 2024 Year to Date Income

The Association has year to date income from all sources of \$75,723.68, compared to an annual budget of \$283,680.00.

January – March 2024 Year to Date Expense

The Association has year to date expenses of \$52,162.95, compared to an annual budget of \$283,680.00.

Negative variances (spending more than budgeted) are shown in the following expense categories: Insurance (\$701.74), Collections Fee Expense (\$500.00), Gas (\$168.49).

Some favorable variances are shown in the following expense categories: Most categories are currently fall under favorable variances YTD.

Net Income/Loss

Currently, it is expected that the association will operate on track with a net zero budget.

If there would be any surplus funds at the end of 2024, it is expected that those funds would be used to add to the association's reserve account.

Balance Sheet

The Association has \$68,046.45 in its operating account, which is the account used to pay the day-to-day expenses of the Association. In addition, the Association has \$67,343.79 in cash reserves. Total cash on hand stands at \$165,902.66.

Conclusion

The Association remains focused on improving its cash position through a focus on cost containment, increased revenue, and long-term planning. The Association continues to work on reducing its AR which remains around \$10,958.30 while ensuring that Association dollars are not wasted pursuing bad debt.

2024 - Community Questions

Q: Can senior citizens be considered for a discount for HOA fees due to a fixed income?

A: HOA fees are based on amenities and maintenance costs. They cover the shared expenses of the community and the goal is for them to be the same for all homeowners.

Q: Were the by-laws changed to incorporate charging the same HOA fee no matter the section one resides in?

A: The bylaws were not changed. There is no tiered system in the bylaws.

Q: Why must the people with tiny yards and no common ground be forced to pay the same quarterly fees as people in larger homes with large common surroundings?

A: HOA fees are based on amenities and maintenance costs. The bulk of the budget goes towards the Village Center, Pool, Trash, Lawn & Landscaping and sink holes as needed.

Q: Please consider painting the very ends of the entrance curbing to our community at Oak and Colebrook with bright yellow paint. This will make it much easier at night to more safely enter our community. Thank you for your consideration.

A: We have contacted Esquire to get an estimate for this, but we believe the line painting would be under the discretion of The North Cornwall Township since they maintain the roads. We will check with them. We are also going to look into replacing the solar lights at the entrance signs on Colebrook Road.

Q: How did Esquire get chosen as HOA manager?

A: Our previous management company changed our community manager multiple times and gave us inexperienced managers. Their contract was written so that there was a base fee, then lots of extra small fees. Because of this the board decided to look into other options. Horst property Management was given the chance to submit a proposal with all fees included and give us a more experienced manager. A board member suggested getting a proposal from Esquire Management. After reviewing the proposals and speaking with company representatives, Esquire was chosen. Esquire's proposal was the same per house cost as Horst, but included items that would have been an extra fee with Horst. Horst did not give us the inclusive proposal we requested.

Q: Any plans in the future to replace the streetlights in Creekside? I'm hoping we can consider something better directed/shielded. The lights we have are way too bright and not directed down. It would be nice to be able to see some stars at night and not feel like I'm in the mall parking lot. I noticed some of the poles are looking rough , so maybe time to start talking about it?

A: This is a township question. Esquire is contacting the township to see if any updates are going to be happening with our streetlights.

Q: Why did Esquire inform residents in NOVEMBER that the houses were out of compliance, which required power washing the house?

A: October was a scheduled quarterly inspection. It was an oversight to not wait until the spring inspection to send those letters.

Comment:

Please emphasize that garbage cans are to be stored inside garages. No exceptions.

Will add to the newsletter. New Rules and Regs say "shall be stored in garages or a board approved outside trash enclosure."

Please address the issue of older mailboxes that have rotted or have become unbalanced.

Will add to the inspection list.

Please request that outside grills are to be stored in backyards, not side yards, or fronts.

Not in Rules and Regulations

Please request that all yard waste is to be tarped until Sunday prior to removal.

Not in Rules and Regulations

Reminder for concerned homeowners to report complaints to Esquire and emailing pictures would be helpful.

Q: I have a neighbor who does not take care of their property, i.e. lawn and weeds. In addition, they have 2 large trees that are mostly dead and need to be removed. Moreover, they routinely place trash bags out at the end of their driveway - as early as Wednesday/Thursday for Monday's scheduled pick up. How is this permitted in a community that strives to protect and maintain property values within the community? What resources are available to resolve this matter?

A: Please contact Esquire with your concerns. They will bring it to the board of directors to figure out how to handle it.

1. Currently the Board operates on behalf of the community in a mostly independent manner, making decisions in meetings largely without input or feedback from the membership. Have the current Board members considered the benefits of community engagement and collaborative ideas by creating an open meeting policy to all members for all Board meetings? This would increase distribution of information, issues, understanding, and engagement in the community. Can the Board and EAM consider the following recommendations to Board meetings and procedures? If the Board feels any of these recommendations are not feasible, please share why?

a. Offer an opportunity for community members to listen & observe at all monthly Board meetings either virtually or in person.

- We currently don't have internet in the village center, nor is there room for a large amount of people in the village center. There is an opportunity for community members to speak at the beginning of the meetings. We will communicate this to the community. There is a way to submit feedback via the website:

<https://esqmanagement.cincwebaxis.com/account/loginmodernthemes>

b. Post or distribute to all members the Board meeting agenda topics one week in advance of a meeting. Then offer an opportunity for a member to make a request in advance to speak on a listed agenda topic or to present a new idea or issue to the board for consideration.

- We will look into Esquire sending out the agenda one week early to the community. As mentioned, there is time for people to speak at the meetings with prior notification.

c. The Board should allow an opportunity for members to comment on new ideas or proposals before voting. Any proposed change from one meeting should be included in the minutes, and presented for member comment in the agenda prior to the next meeting. This gives the community a chance to be involved in the actions and decisions prior to a vote and also gives the Board a better idea of how the community they serve feels about issues. The Board could then decide to vote, or further discuss a topic based on member input during the meeting.

- The board needs time to discuss and agree on this.

2. A recent update to the Rules and Regulations was distributed. Can the Board please provide a copy with redlines (tracked changes) or a bulleted list of what changed? Without this, it is challenging for homeowners to know what has been changed.

- I will repost the 2017 version on the website for now. I will work on reviewing the 2 documents and create a list of changes. Esquire will email blast that list once completed.

3. To ensure continuous new ideas and administration of our community, would the Board consider enacting a limit of the number of consecutive terms served for all members?

- Deciding whether to implement term limits for board members involves weighing various pros and cons. This is something the board will discuss as well as bring it to the community to get feedback.

Q: Has any further consideration been given to adding lines for pickleball on the tennis court?

A: The Board discussed this last season as to forgo the idea, add lines or add a temporary setup. The cost is \$1100 for the lines plus \$100 for the net and \$100 for a storage box.

Comment: I want to commend the HOA for sprucing up the pool area last year with plants, new furniture and layout. It was needed and appreciated.

A: Thank you, we will try to maintain the pool area for relaxation and enjoyment for all homeowners. Any suggestions are welcomed.

Q: What is going to be done about the splash pad area? A small wading pool for toddlers? More room for chairs?

A: I understand that all the plumbing below the splash pad has bursted pipes and are non-repairable. There is a plan in 2025 to convert the splash pad area to additional pool decking and shaded area.

Comment:

I own a mechanical company and would be willing to pitch in to assist in repairing the kids water fountain on the deck inside the pool. Please advise.

A: I understand that all the plumbing below the splash pad has bursted pipes and are non- repairable. There is a plan in 2025 to convert the splash pad area to additional pool decking and shaded area. I would be overjoyed if this person would like to join the pool and maintenance committee for other projects as needed.

Q: We are under the impression that a board member and/or member of our HOA is the owner of the landscape company used by creekside. Is this a conflict of interest?

No, it is not considered a conflict of interest.

As per our Bylaws, page 21 Article IX Section 9.01 "Nothing contained in these By-laws shall be construed to prohibit the employment of any member, Officer or Director of the association in any capacity whatsoever." Penn Turf was contracted prior to Amy becoming a board member.

Have other Landscaping companies been considered?

Yes, requests for proposals (RFPs) were sent out to multiple landscaping companies, by our Property Management Group.

How often are new bids received?

Contracts are typically three years in duration, so the RFP is sent out to landscape companies every three years.

Are copies of these available for the HOA members to see?

Yes, upon request, our property management group would have a copy for you to view. Landscaping is over 30% of our annual budget and seems like an area that we could potentially cut the most costs.

Cutting costs in landscaping may not be feasible due to the essential nature of maintaining our community's beauty and complying with township requirements. Our obligations extend beyond simple maintenance tasks; we are mandated by the township to maintain trees along the road, ensuring they are at the correct height, as well as maintain basins and swales. These tasks are crucial for the overall upkeep and appearance of our community. Additionally, it's worth noting that much of the work and planting in the buffer and meadows have been made possible through generous donations via grants, gifts, and volunteer efforts. Therefore, we strive to utilize our resources wisely, and there is little room for unnecessary spending in our landscaping endeavors.

Q: Status of traffic calming measures on Creekside Drive?

A: The white lines were painted to slow people down. There is also a police officer that periodically waits to enforce the speed limit. There used to be a stop sign at the village center. When the township took over the road, they got rid of it. We have tried to get it back, but were denied. It may be worth trying again.