

THE RESERVE AT BATTLE CREEK – Master HOA Board

Meeting Minutes

October 16, 2024

Called to Order: 6:02 p.m. **Adjourned** 7:20 p.m.

Present: David Oldham – President, Karen Lowen-Ames – Vice President, Brenda Urner – Treasurer, Mike Love – Director at Large, Larry Mudd – Director at Large, Jason Evans – Director at Large, Lori Gracey – resident & secretary

Not Attending: Elisa Campbell – Director at Large

Location: The Grill at Battle Creek Golf Course

Next meeting: November 13, 2024, at 6:00 p.m., location TBD

I. Minutes

Minutes from September meeting were emailed to board members prior to the meeting for review and approval. Changes were submitted by Brenda and Karen.

Mike moved to approve, and Brenda seconded. The updated Minutes were approved unanimously.

II. Treasurer's Report – Brenda Urner

- Account Balances as of 9/30/24
 - Checking - \$16,788.10
 - Money Market - \$27,884.34
- Made minor adjustment to budget for 2024.
- Receipt of annual dues – one account past due for 2023 and 2024. All were in agreement that process of filing lien needs to commence, and 73 number of homeowners are now paid with only 21 unpaid for the Master association.
- Addresses have yet to be updated, and letter drafted to new homeowners.
- Update on PMI, especially status of documents and records owed to the HOA Board – no additional documents have been provided by PMI. Final payment will be withheld until documentation is delivered.

III. President's Report – David Oldham

- Fall workday – many tasks completed, good turnout, lots of projects completed, brush and tree trimmings hauled off by Jason and David.
- Brush clearing at end of L-shaped pond by Clark Tree Service went well and residents have commented on the improvement it has made to how things look.
- Fountains – need to be power washed in anticipation of turning them back on before fall rains; discussed options for cleaning, repositioning, and getting them all operating again soon.
- Discussed removal of dead cattails to prevent them from causing damage to or problems with the fountains.
- Biologics for pond remediation of muck was discussed. The muck at the bottom of the ponds is a primary cause of problems with algae and other pond issues. Anticipate it would cost upwards of \$1200 to apply biologics to all 3 ponds. David will gather more information and discuss further at November meeting.

IV. Landscaping Report – Karen Lowen Ames

- Regarding SLK, recommendation by all board members present is not to renew their contract and consider a bid proposals for service from Raska Landscaping and other vendors. There is growing dissatisfaction with the services provided by SLK. The current SLK contract has a 60-day cancellation notice requirement. Discussed a number of options and will secure a new vendor before releasing SLK. Mike will work with Karen to draft an RFP to submit to potential vendors.
- Discussed TruGreen, subcontracted under SLK, and the applications that SLK has them scheduled to provide. The contract states 5 applications but only 4 have been completed. There was agreement to contract directly with TruGreen rather than under a landscape vendor.
- Planting of fall color – SLK has been instructed to plant bulbs in front of the gates rather than pansies as the pansies rarely survive the winter and are eaten by rabbits and deer.
- Irrigation issues, repairs, watering – winterizing of sprinklers will be done by irrigation contractor. Karen will check with Seth to determine schedule for winterization.

- Leaf clean-up – Luke will clean up pine needles and leaves after November 1sts.

V. Old Business

- Business addressed and/or approved since last board meeting
 - The contract with Clark Tree Service was approved by text and email between meetings with the approval of all board members.
 - Brush clearing on East end of L-shaped pond – Clark Tree Service did a commendable job clearing the trees and brush from the East end of the L-shaped pond to the fence row at the edge of the HOA reserve property.
- Fencing repairs on 51st and Elm (behind Mike’s property and behind home in Cottages) – repairs will take place on Wednesday, October 23. Residents need to be notified of work to be done. Brenda will notify Lisa in the Cottages to notify the affected resident to be prepared for workers accessing their yard. Mike has been notified and is aware of the work to be done on his fence.
- Website and Social Media – updates, access, content. Go Daddy is not showing correct payor’s names on payments made on the website. Mike and Brenda will contact Go Daddy to work out the details. They will also look into getting emails set up for each HOA Board member. Currently, all board members have access to the generalized email.
- Creation of homeowner contact information – Brenda provided a spreadsheet of all homeowners’ information she has been provided to date. Cottages have not provided phone numbers for their residents. Mike and Brenda are monitoring updates turned in by residents via the form provided on the website.

VI. New Business

- Holiday decorations – volunteer opportunity. David suggested putting out a request to residents for decorative items, especially lights, and then request volunteers to schedule a volunteer event to install the decorations. David will contact resident who expressed interest in decorating.
- Covenants
 - Yard signs – residents inquired between meetings as to whether or not signs are permitted. There was a division between the board members as to whether or not signs will be allowed or not. Inconsistencies were noted about what types of signs have been allowed while others are disallowed.
 - Arch App form is available on the website.
 - Trash cans visible from the street – there was discussion about whether or not the covenants should be changed since the City mandated the uniform trash cans. Board members disagreed over whether or not to enforce the covenants as it is or update the covenant.
 - To make changes to the Covenants requires approval by 65% of the neighborhood homeowners. It was discussed that because so many exceptions to the rules have been allowed, the HOA board could be placing the organization in jeopardy of lawsuits because of inconsistencies.
 - Gated areas Arch Apps – recently an Arch App was submitted to the Villas Board and not to the Master Board. All Arch Apps are to be submitted to the Master Board, rather than the Villas and Cottages boards. Brenda will address with the Villas Board at their upcoming meeting.
 - Following the discussion, no action was taken.
- Consult with attorney about fencing on Elm by Cottages. E’Lisa was going to research this. It will be discussed again at the next meeting.
- Any other projects that should be addressed? – Not at this time.

VII. Next meeting date

- Date and Time – Wednesday, November 13th at 6:00
- Location – TBD

VIII. Adjournment

All business being concluded, the meeting was adjourned by David at 7:20.