

Greycliff Annual Meeting Agenda with Accompanying notes

April 19, 2025

1. Call to Order

Bill Blizzard called the meeting to order at 1:00 p.m. CT

Glenn Brady reminded the members and homeowners that this would be his last day as an HOA trustee as he would duly be rotating off and he mentioned a new member of the trustees would be elected on this day.

Delinquent Fines and HOA fees prevent homeowners from voting as Mr. Brady reminded everyone.

Attendees (homeowners) signed in upon arrival. Mr. Brady and trustees added up the list of homeowners and then roll-called the audience to determine if the required number for a quorum was present.

Mr. Brady determined that of 186 homeowners, that 18.6 would be a quorum. The attendees at the time of the roll call included 21 people. A quorum as Mr. Brady announced and the meeting proceeded.

2. Introduction of Management Company, Charles Brown, RCI & Board of Trustees, Bill Brizzard, Glenn Brady & Ken Stuckmeyer

3. 2024 Annual Meeting Minutes

Bill Blizzard asked for meetings from the 2024 minutes to be approved. The vote was to approve.

4. Financials - Glenn Brady

Copies of the HOA financial statement were distributed and Mr. Brady said in all of his years on the board, and as a homeowner, he was unaware of a budget that came in so close to the actual spend for the year. The budget for normal, recurring operating costs, Mr. Brady said, was \$88,150 and the spend for the year of 2024 was \$85,605.

Mr. Brady explained the difference between extraordinary spending and ordinary expenditures. He shared that extraordinary spending would include non-recurring types of expenses and ordinary would be recurring expenses like lawn care, property management and day-to-day expenses. He said 2024 had a budget for \$30K in extraordinary expenses. Some funds were spent on outside maintenance of the clubhouse the was for long deferred maintenance. The work was not completed due to lack of contractors providing bids for the project.

Funds were used for landscaping at the pump house area and drain tiles. The \$30K for 2024 was pushed into the budget for 2025. These would be funding needs for exterior repairs not covered by insurance and for repaving the parking lot at the clubhouse.

Storm on March 14 caused damage to the clubhouse.

Income from clubhouse \$5,500 annually. Rented once a week on average (52 rentals a year)

Half of the assessments for the neighborhood are made up of costs to maintain the clubhouse. Rental fees for clubhouse are \$125 per use and a \$300 refundable deposit (if things are in good shape).

Clubhouse is used for mail and for rentals.

A discussion ensued regarding the mailboxes. Mr. Brady mentioned Mr. Eddens who is past HOA president and still lives in the neighborhood. Eddens surveyed homeowners years ago regarding the mailboxes (when the neighborhood was new). 50% of neighbors wanted mailboxes at the clubhouse at that time. Recently, resident Jeannie and also Shannon researched the mailbox current situation and has been in contact with the Post Office. Jeannie reported she had made no progress to date saying she had “gotten nowhere” and discussed how people were difficult to reach and would call back but were unable to be helpful possibly due to staffing issues. Jeannie looked to see if they would put a route in the subdivision due to small mailboxes at the clubhouse and that residents receive more mail and packages than in the past. As the clubhouse is a private building, one resident mentioned, it would need to be ADA compliant including that aging residents may not be able to reach lower mailboxes.

Another resident recommended installing larger mailboxes for each resident. Eddens mentioned the number of mailboxes currently in the clubhouse meets the Post Office requirements. One resident responded that it was based on past information. Jeannie said the ultimate answer recently from the post office was a no and that the person she needed to speak with refused her call. Eddens added that once a method of mail delivery was determined (years ago), there was no longer an obligation of the Post Office to change the

method. Jeannie mentioned the Post Office no longer drops off packages at resident's doors and that overflow items go to the Post office and residents are required to pick them up there. She again mentioned aging members of the neighborhood may not be able to do that.

A resident asked if there should be a survey of current owners regarding preferred delivery of mail. Another resident mentioned many families use the clubhouse as a safe area to pick up and drop off their children for school. She also mentioned the clubhouse is a symbol of status and grandeur as it sets the neighborhood apart from others in the area. Also mentioned was that fees could be added to clubhouse rental to have a cleaning service clean prior to and following rentals.

Mr. Brady said the neighborhood would need to decide (not an HOA issue). And said there needed to be a focus group on the clubhouse issue. Mr. Brizzard said there would need to be people to volunteer to work on the options. Mr. Brady asked that the clubhouse discussion and options be taken offline and that creation of a committee to explore options should be formed. He said if residents are interested in being on the committee, they should inform Mr. Brown with RCI management company. Mr. Stuckmeyer reminded residents that the HOA Board, who are made up of fellow homeowners willing to volunteer a good deal of their personal, uncompensated, time would not necessarily take the clubhouse project (do we keep it, do we get rid of it and deal with all that would entail (mail box replacement, raising the building, selling the lot, adding a new home, etc) on. The Board has much more pressing matters than time to address as it is.

- Assessment Payment Process – in 2024 the budget for normal operating costs were approximately \$90K, and HOA assessments brought in \$92.5k. In 2025 it was considered prudent to increase homeowner annual assessments by 10% (the first increase in some 5 years). With that, the fees would bring in \$101,750. Normal operating expenses will be budgeted at \$90.2k, and Extraordinary expenses are budgeted at \$50k, to cover long, over due clubhouse outdoor maintenance, including paving the parking lot. With that, there is an anticipated “loss” of \$28,950 (which is merely a use of existing reserves for a little over half of the budgeted extraordinary expenses. Thus the increase in assessments will partially restore reserves. At an anticipated end of year cash balance at 12/31/2025 of \$87,450 (with these expenses and these assessment increases) the reserves were deemed adequate.

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- Ending balance as of 12/31/24 \$ 116,407
- U.S. Bank Reserve account balance as of 12/31/2024 is \$93,918
- RCI ending balance is \$22,489
- End of year projected total cash balances after operating profit and extraordinary expenses is \$87, 457. Deemed adequate.

5. Storm Damage to Clubhouse

The clubhouse received some damage due to March 14th storm. The insurance adjuster is currently working on estimate of damages. HOA will make legitimate repairs related to the damage covered by insurance. Insurance company is Acuity, and HOA is awaiting response. There is a \$7K deductible.

Regarding Approvals for resident home repairs, Mr. Stuckmeyer mentioned that owners need not request architectural review for their home repairs so long as the repairs are in the same basic form as prior to storm. For substantial changes, residents will need to request an architectural review. A resident asked if the HOA was confident residents would pay their deductibles (and make needed repairs to their homes). Mr. Brady mentioned the indentures require residents to maintain and repair their homes to a certain level. Mr. Brady mentioned the recourse that the HOA has to get owners to maintain include asking, then fining, putting a lien on homes or lawsuit. He noted that in the history of the subdivision, there have only been two lawsuits and it is not something they would like to have to do.

Mr. Brady said when asked about residents and paid assessments, that some haven't paid this year. Last year, he said 15-20 residents hadn't paid by July of 2024. He mentioned this year most have paid with 5-7 who have not. He mentioned one person has not paid for multiple years. We will continue to seek payments from all homeowners including, in this order, reminders, late fees, lien filings, law suits. Last years threat of lien filings had a positive impact on outstanding assessments at that time, and on people paying on time this year (ie: fewer delinquent accounts at the time of this meeting).

6. Mr. Stuckmeyer gave a recap of the 2024 landscaping at the pump-house and parking lot resurfacing. He said the drainage and landscaping was done at the pump-house. He said due to comments at last year's HOA meeting, additional lighting was put on the clubhouse for security reasons because children await buses there.

7. Future plans - Mr. Stuckmeyer said the repairs will be made on the clubhouse and they would be prioritized before the parking lot paving.

8. Recognition — Mr. Brady

Mr. Brizzard recognized members of the community for their volunteer efforts:

Tom Walsh — Clubhouse

Teresa Tosi - Community Engagement

Susan Henson - Seasonal Decorations

Matt Toth — Landscaping

9. Election of new board member

Mr. Brady reached the end of his term and will be replaced by a new board member. Mr. Brizzard said Mr. Brady would be available to help with financials, and for other support as requested. Mr. Brady said he would always be a phone call away.

Two candidates for the board: Dave Nicholas and Shannon Kister.

Mr. Nicholas shared information about his work and career in plastics and having worked with large companies. Since 2008 he has run his own plastics business and is working on an FDA approval. His wife, Teresa, stepped in due to Mr. Nicholas' illness currently and she provided further background including that they have been married 38 years,

The second candidate, Shannon, shared about her being a resident in the neighborhood since the subdivision began. She also discussed her husband was on the board with Eddens years earlier. Shannon works from home and mentioned her flexibility. She works in corporate compliance.

A vote was taken and Mr. Nicholas was elected to the HOA board of trustees by a vote of 17-4.

10. With no further business, the meeting was adjourned at 2:00 p.m.

Note: After the meeting concluded Sandra Kimerle (6573 Crescent View Drive, 757-651-3245, skimerle@gmail.com) spoke with Mr. Brizzard. She has retired from the insurance industry and offered to help with any insurance issues, and is willing to review our current policies and make suggestions as needed. She also mentioned that she has worked with Acuity in the past.