



SPRUCE HILLS CONDOMINIUM ASSOCIATION
PO Box 414
Glen Gardner, NJ. 08826
Tel: 908-537-7515
Email: pmanager@sprucehills.org

**Homeowners Association Meeting Agenda
April 29, 2026**

1. Welcome and Call to Order

2. Treasurer's Report

Account Balances

	March 2026	April 2026
Checking -	\$28,917.57	\$59,840.31
Savings -	\$298,217.20	\$295,216.00
Capital Fund -	\$155,272.14	\$183,836.73
Special Assessment-	\$163,423.10	\$69,962.33

**Note: Balances will change after tomorrow's deposit and capital fund transfer.

3. Items for Review and Approval

- Bills List
- March Meeting Minutes

4. Board Discussion

A. Construction Updates

- Building 2: Punch list items are being worked on.
- Building 7: Waiting for last railings to come in, will finish last minutes areas around railing once put on. Punch list as well.
- Building 19: Had to Re-order extra windows and doors, scheduling 19 for next week. 6 units bedroom window, 1910 everything replaced- 6-foot, 8-foot door, 2 windows.
- 2001 LR slider to be installed on Monday, 5/4.

B. Loan Application & Meeting

- The Board had a meeting with KPI2 to further explore potential options.
- One option under consideration is continuing with KPI2 and potentially increasing monthly payments to complete more buildings without pursuing external financing.
- An alternative option discussed is obtaining a bank loan, which would include interest costs.
- Additional meetings and discussions will be scheduled to review these options and determine the best path forward.

C. Rental Cap Implementation

- Electronic voting was distributed with a deadline of 4/28; however, there are currently not enough votes. At this time, only 92 votes have been received. Unless a significant number of additional votes are submitted at the open meeting, the total will not be sufficient.

D. Invoices & Payment Plans

- Owners who have not contacted the office to establish a payment plan are expected to pay by the due date. We will be sending out #2 building bills very soon.

E. Landscape Vendor

- Yellowstone Landscape of Hackettstown will service the property this year.
- Property walk-throughs and spring cleanup has begun.
- We will be getting all new black mulch placed around the community, along with flowers in the front entrance. The top entrance will also be revamped.

F. Insurance

- Waiting for Baldwin Group to forward new proposal.

5. General Updates

- **Contractors on Premises**
 - Residents must not approach or interfere with contractors while they are working.
- **Owner/Tenant Forms**
 - New forms will be distributed; it's time to update them. Failure to return them will result in fines per the 2026 Fines & Fees Schedule.
- **HOA Fee Increase**
 - Reminder of the 2026 fee adjustment. We still have a small number of residents sending in the old Hoa amount. Please read our correspondence and send in the proper amount.
- **New Online Payment System**
 - The new system has launched, and correspondence has been sent out. If you did not receive an automated email or need assistant setting up. Please contact Terri and May In the office.
- **No Feeding Wildlife or Stray Animals**
 - Feeding wildlife is attracting rats and causing property issues.

- **Pet Waste Cleanup**
 - Multiple complaints continue. Owners must clean up after their pets; maintenance does not handle pet waste.
- **Emergency Access to Units**
 - A recent medical emergency required unit entry. Because a key was available in the lockbox, emergency responders gained access quickly and fatality was avoided. Without an emergency key on file, the office cannot assist with entry.
- **Pool Passes**
 - An email will be sent to the residents next month with instructions on how to obtain a 2026 pool pass Please note: Any unit that has a past due balance will not have access to the pool.
 - We also have a new pool company and lifeguards this year. Dream Pools Company is who we have hired for 2026.
- **Community Maintenance**
 - We are currently performing maintenance throughout the community.
 - This includes updating signage, parking numbers and lines that have faded will also be repainted, amongst other things.
 - Please comply with all correspondence from the office, as this is essential in allowing the maintenance team to complete their work efficiently and keep the community looking its best.
- **Assessment Changes**
 - The Board has discussed the possibility of increasing the assessment; however, no final decision has been made.
 - This increase would help support a plan to complete more buildings if moving forward with KPI2.
 - If the bank loan option is pursued instead, the additional funds would help pay for interest and to pay down the loan more quickly, reducing long-term costs.