



SPRUCE HILLS CONDOMINIUM ASSOCIATION
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Agenda- HOA Meeting February 4, 2026

Welcome and Call Meeting to Order

Treasurer's Report

	<i>November 2025</i>	<i>January 2026</i>
Checking -	\$131,372.92	\$79,805.11
Savings -	\$359,538.91	\$285,056.49
Capital Fund -	\$134,395.65	\$163,721.71
Special Assessment-	\$92,722.07	\$84,573.81

**** Note the balances will change after tomorrow's deposit and capital fund transfer**

Items to review and approve:

- Bills list
- November Meeting Minutes

Board Discussion

- **Construction Updates**
Building 2 in progress- working on Balconettes this week as weather permits, starting Building 7 next week. KPI2 will be working on demo of front balconettes only.
- **Loan Application and Meeting**
Planning to meet loan officer at Unity Bank in the next two weeks, awaiting availability from loan officer.
- **Rental Cap Implementation**
Voting notices are being prepared and will be distributed within the next few weeks.
- **Invoice and Payment Plans**
If you have not called to establish a payment plan, we are expecting payment by the due date.
- **Gina Ambrosio**
Resigned from Board
- **2026 Budget**
Board will be meeting to finalize so it can be posted

General Updates

- **Owner/Tenant forms-** There will be new forms distributed all in 2026, please return them timely or fines will be issued in accordance with the 2026 Fines and Fees (found on website).
- **Updated Winter Snow Procedure Notice**
Copy to be distributed to all units, please make sure to review it so you are complying; Landlords, please ensure your tenants are aware.
- **Snow Removal Contractor update**
- **Ice/Salt shortage-** please use it respectfully
- **HOA Fee increase reminders**
- **Still working to implement new online payment system-** residents will be informed when it's fully implemented and instructions will be provided to set up your accounts and auto payments (if you choose).
- **NO FEEDING OF WILDLIFE or Stray Animals-** it's attracting rats and causing problems
- **Protecting Pipes During Cold Weather**
 - *Keep faucets trickling*
 - *Maintain indoor heat*
 - *If you suspect a frozen pipe, residents are required to contact a licensed plumbing company for any service or repairs.*
- **Pet License Information-** If you submitted your license and have not yet received it, please contact Glen Manor Vet and ask to have it emailed to our office. **For this year only**, we will be extending the deadline for residents. **ALL PET LICENSES MUST BE RECEIVED BY FEBRUARY 6, 2026.** If we do not receive your pet license, a \$100 fine per pet will be added to your account every 30 days until the license is current.
- **Pet Waste Cleanup-** the office is getting several complaints, please clean up after your pets. This is NOT a maintenance responsibility, it is that of the pet owner.