

Townhomes of Bieneman Farm HOA

Board of Directors Meeting Minutes

Meeting Date:	Wednesday, July 19, 2023	Location:	Agave Kitchen														
Attendees:	Pam Frank (Pres), Dan Hatalla (VP), Jamie Germain (Sec), Bob Ott (Member at Large), and Matt Fee, MJF & Associates (Property Manager)																
Not Present:	Lyn Francois (Treas)																
Call to Order	6:10 PM																
Prior Meeting Minutes	The November 2022 meeting minutes were unanimously approved via email in February 2023.																
Owner/Vendor Guest(s)	None																
Committee Reports	None																
Financial Reports as of 6/30/2023	<p>Bank Balances (RCU):</p> <ul style="list-style-type: none">Operating Account: \$65,518.53 (\$617.98 interest YTD @ 1.652% APY)Reserve Account: \$104,821.40 (\$599.29 interest YTD @ 1.805% APY)15-month Certificate: \$102,037.97 (\$1745.30 interest YTD @ 3.501% APY, matures 2/29/24)Member Savings: \$5.00 (0.500% APY) <p>Total – Liquid Funds: \$170,344.93 Total – All Accounts: \$272,382.90</p> <p>Delinquencies – \$1656.64 (\$1645.33 last month) – has been steady the past few months</p> <ul style="list-style-type: none">14 owners past due – none past due 2+ months' worth of dues (only 4 past due at least 1 months' dues) <p>Of Note: Reserve transfers were not made as scheduled since the switch to RCU – this was corrected in July. An auto-transfer has been set up for monthly payments going forward.</p>																
	<ul style="list-style-type: none">Violations – Discussed. Owners are generally responsive. Outstanding unpaid violations have been turned over to Counsel for collection. Manager suggested Board consider raising the violation fees so they are a stronger deterrent; fees are very low compare to other HOAs. Secretary will research declaration/bylaws and Board will consider this and vote on it at next official meeting.Siding Repair – Final end pieces should go into place next week, then the project should be complete.Missing Signs – A “No Climbing On Rocks” sign and a speed limit sign for Holly Curve have been ordered and will be installed using theft-resistant bolts.Irrigation – Vendor has inspected all sprinkler heads and repaired faulty heads. Owners should notify Manager if they notice any issues.Knotweed – Manager noted that vendors are skeptical that it can be removed safely and successfully without significant expense. Board decided to pivot and consider landscaping improvements (e.g., retaining wall) to hold back the growth and protect the nearby units from encroachment. Manager will get opinions and bids from vendors.																
Ongoing Business	<ul style="list-style-type: none">Title Work Issue – Another reminder went out to owners that have not contacted counsel. Several owners have submitted their title insurance information recently. Board decided that owners will be given a few more weeks to submit their information, then Board will launch a door-to-door campaign.Rental Amendment – Tabled until title work issue is settled.Project List:<ul style="list-style-type: none">✓ Knotweed Removal (east end of Salvia) – COMPLETE, but still not sufficient to stop the growth – see comments in Manager’s Report section.✓ Painting – pillars, front door trim, and kick plate on end unit patio doors – COMPLETE.2023: Speed bump (Holly Curve) – Board decided to purchase and install – in the works.2024: Bush & Rock Replacement – may be done in phases depending on cost – Board decided that this will be 2024’s top priority.Future: Gutter enhancements – inner units at minimum – Board decided to postpone until after the landscaping is done – vendors are refusing to do piecemeal work so this would have to be a full replacement, which is very expensive – timing TBDFuture: Driveway Replacement – defer until after bushes/rock are replacedFuture: Power-washing – low priority – postponed; there is very little siding that needs attention throughout the association. <p>For Sale/Sold Properties as of 7/18/2023:</p> <table><tr><th>Property Address</th><th>Unit Type</th><th>On Market</th><th>Last Price</th><th>Status Date</th><th>Status</th><th>Notes</th></tr><tr><td>2304 Rosemary</td><td>Inner</td><td>4/26/2023</td><td>\$257,000</td><td>5/1/2023</td><td>ACTIVE CONTINGENT</td><td>Owner: P. McClelland; last sold 8/2022</td></tr></table>			Property Address	Unit Type	On Market	Last Price	Status Date	Status	Notes	2304 Rosemary	Inner	4/26/2023	\$257,000	5/1/2023	ACTIVE CONTINGENT	Owner: P. McClelland; last sold 8/2022
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New Business	<ul style="list-style-type: none">Invoice Approvals – all major invoices will require Board approval prior to payment.Spare fencing will be installed around Holly Curve neighborhood sign.Board requested bids for pest control to cover spiders, ants, and bees/hornets for all buildings.Manager will provide full financials so that ledger can be reconciled against the bank statement.																
Next Meeting	Tuesday, Sept 26 @ 6PM, Azul Tequila. Regular meetings (tentative): 4th Wed of every other month @ 6pm.																
Meeting Adjourned	7:35 PM																