

**WHISPERING LAKES ESTATES
HOA BOARD MEETING MINUTES
ZOOM**

Tuesday 10/28/2020

Board Members Present: President – Sara Shaw; Treasurer – Damian Avery; Secretary – Linda Hurt; Member – Angie Hall

Board Members Absent: Wyndi Busick

Guests: Raecine Brent – HOA Management

Other Attendees: Stephanie Avery, Nikki Shirley, Danny Cunningham

President called meeting to order at 6:38 pm

Approval of Agenda: **Linda Made a Motion to approve the agenda; Seconded by Angie; All Approved, Wyndi was absent**

Approval of September Minutes: **Damian made a Motion to accept the minutes; Seconded by Angie; All Approved, Wyndi was absent**

Approval of Financial Report Submitted by HOA Management: **Linda made a Motion to accept the financials; Seconded by Angie; All Approved, Wyndi was absent**

Nikki suggested that the cost for pool cover be moved from the pool maintenance budget line item and put into the line item for property improvement. Damian said that it will still skew the numbers wherever it's recorded; he can note why the cost is there so it's not misunderstood as a monthly maintenance issue cost.

Old Business: Sara asked Stephanie if she had talked to Steve, next door to the pool, about using his wifi for pool security camera. He said he couldn't since his can't support the extra usage. Damian said their wifi might reach but could be spotty; Sara doesn't want her cameras over there all winter but they could be used to see if they connect. Future needs would be to have cable ran over there for a permanent solution. Damian priced RING system at \$450 for a starting point.

Damian asked to skip the financial budget discussions until the last item and get to smaller items first. We have 2 bids for the irrigation work needed at the 2 east pond entrances (W Woodcreek and Rosewood areas). Don Dixon submitted bid for \$5950 and Grounds Guys for \$3600 and these would need to be completed before addressing grass/sod for next spring.

Damian reported that work began on the dead willow trees at the west end of the east pond; 1 tree removed and 1 tree trimmed and then bad weather happened. Since then 2 other willow tree issues came up that were in worse shape; broken and fallen branches were removed by Nikki when she saw them. Stephanie had pictures but some of the board hadn't received them so didn't know about it. It was suggested that when vendor came back out to trim the final tree to look at the east side willow trees also and bid to fix those. **Damian made a motion to approve a provisional amount of \$350 to address these trees; Seconded by Angie; All Approved, Wyndi was absent.**

Sara announced that the work on the ditch at 159th St. was completed; may need to rake some of the rocks off of the grass to not mow over them.

Linda reported getting her personal credit card off of the website and since our HOA Management Office had their CC on file there from years' past then Rodney just updated their card and will bill our HOA every other year when it renews and they get charged. Linda also said she will wait on the GSuite

Gmail billing because of a blip with the last email getting bounced from email at cox.net so will make sure it works fully before keeping it. Her payment of \$6/mth will stay as a donation until later and see what happens before the next secretary comes in.

Budgetary discussions: Currently a few more homes has increased our income, and expenses are accounted for except changes of 1) liability insurance was only caught as a yearly expense on the sheet from HOA Office but was actually a twice a year cost 2) pool cover was quoted at \$3800 but Robb billing mistake was for \$3200 so that is corrected now. We also had a savings because of cancelling the fertilizing job that was not ideal, savings of \$2400. **Income minus expenses = \$1,978.00.**

After discussing left over money from line item savings, increasing our reserves, outstanding bid/jobs, along with possible spending for improvements it was decided to go back to the sprinkler bids we received.

Board discussion surrounding the 2 bids received for irrigation resulted in **Damian made a motion to accept the Grounds Guys bid at \$3600; Seconded by Angie; All Approved; Wyndi was absent.**

Budgetary small increases for 2021 were: management services (increases by # of homes), liability insurance (get more bids & then board approval before renewal in April), adding fishing tourney as an annual item, and neighborhood recognition gift cards.

New Business: As far as the proposed budget for next year, Damian guessed vendor bids (since it's not approved yet) based on the lower bids that we received plus keeping fertilization plan on new sod at pool. It was agreed to move on to a new vendor with our mowing contract; keep Personal Touch Pools bid and estimate that 3/wk maintenance is still within budget; website is \$192/every other year and Gmail is \$72 annually (leave that budget line item at \$265); leave property improvements at \$12,000 (suggestions: \$8K rip rap final payment, \$9K sod, or \$4.5K over-seed etc). If over-seeding, can't touch area for 60-90 days after that weed control application.

Lots of discussion about lawn vendors: "statement of work" sheets were sent out but not all vendors fill it in the same. Bagworm control needs to be added, as has been done in the past, for the new trees at pool. The 2021 proposed budget sits at **income minus expenses = \$4,439.00 less proposal of adding to reserves \$1,500 = \$2,939.00 (only changes are if assessments are increased for 2021 *voted later not to increase)**

Current reserves of \$10,000: Insurance deductible \$1000, sprinkler repairs \$1000, well/pump repairs \$4620, fountain repair/replacement \$2000, plus additional \$1380 for extra emergencies.

Sara said that a couple of things need addressed in executive session so the discussion on bio's and SASE money needs to wait until after that.

Linda showed what the annual agenda was proposed to be and **Damian made the motion to accept the annual agenda; Seconded by Angie; All Approved, Wyndi was absent.**

Assessments stand at \$520 per home, which includes trash service, & \$364 for a lot. Damian said that with a 10% max increase is approximately \$6880; or 5% is @ \$3442. After discussing the past year being so hard it was agreed to leave assessments as they are with no increases. **Angie made a motion to leave assessments at \$520 & \$364 as stated above; Seconded by Linda; All Approved, Wyndi was absent.**

Neighborhood update: Sara reminded that our annual assessments are due in January and our HOA Office will be sending those billings out earlier this year.

Linda said that after a vote at the last meeting, the board got clarification from our HOA Office and as such negated that vote and re-issued the Intent to Collect letter to a different account based on the information received. This vote happened via email to allow the office to issue the letter to the corrected account.

Sara asked Stephanie if the fishing tourney went well and was told that there weren't many kids; maybe next year it can be better.

Stephanie also said that they are working on the trees being added at the west pond sidewalk and will have the requested paperwork in spring of next year.

Open Floor for Comments / Questions: Nikki asked if Wyndi resigned; no, she is in the process of moving but is still on the board. She also wanted to know when the rip rap was getting started; we are on their schedule to be started soon. Stephanie said that the sprinklers for the pool and commons areas will be blown out on Nov 4th; no idea when Gene will have the west fountain removed.

Linda announced that our annual meeting will be Nov 17th via ZOOM at 6:30 pm followed by the regular meeting.

Adjourned for Executive Session at 8:34 pm

Returned to regular meeting at 8:49 pm

No further items to be addressed at this time so meeting was adjourned at 8:50 pm

Linda Hurt
Secretary, Board of Directors