

Hickory Bay Towers Board Meeting

December 10, 2024

6:30 p.m. in the Party Room, Building #1

Those present:

George Kemp

Ernie Bates

June Fennell

Julia Crawford

Robert Jones

James Arnold

Gary Reinke

Brian Sheppard

Cody Kammerzell, RowCal

Darlene Shelton, RowCal

Absent: Lisa Pyles, due to illness

Ernie Bates opened the meeting with a prayer.

James Arnold moved that the November 12, 2024 minutes be approved. George Kemp seconded the motion and the board approved.

Ernie Bates presented the treasurer's report again noting the error in posting the Utility-Water & Sewer Expense amount to the Utility User Fee Income - Utility Fees account. Darlene will double check to make sure this is corrected.

The issue of unpaid expenses was cleared by Darlene and Cody. Cody will hand deliver the checks on December 11, 2024. Darlene stated that the Reserve Analysis will be completed around February 2025.

The amendment and rules change vote was not successful due to a lack of participation from owners. Only 65 owners replied but we needed 78 "yes" votes to pass the items.

Ernie Bates & Brian Sheppard have been investigating the best method of allowing emergency access into a unit when neither the occupant nor the owner is able to be contacted. The Board agreed with the plan. Brian is pursuing buying a key box with a combination lock to be installed in a secure location in each building. See page 3 for the plan.

Updating the situation of signs posted on doors and messy bulletin boards, the Board was told that everything is looking better and up to date.

The call box malfunction in Building 2 was discussed by Rob and June. The ClearLine repairman will be out later in the week to work on it.

James gave an update on the suggestion box. It contains the same issues as last month.

Rob Jones gave an update on the repair to the portico damage at Building 2. The damage was more extensive than originally thought. It proved to be unrepairable.

Darlene will pursue information about the driver in order to get reimbursement for the damages.

Rob also reported on the issue of abandoned vehicles on the property. The board decided to post a sign in the entrance driveway that states vehicles will be towed at the owner's expense. It will also cite the city ordinance that applies to the situation.

The H.O.A. has purchased 3 Japanese Red Maples to be planted in the parking area. They will be delivered this week. It was decided to put them under shelter to keep them protected and away from the deer. George said he would talk to Rob about this.

The Board voted to approve the budget for 2025 pending the reclassification change of utility expense that shows up in the Revenue section.

Darlene discussed the upcoming election of board members. The election date is January 14, 2025. The Board decided that Darlene and Cody should handle getting the information to the homeowners. Also, Darlene will notify the Board of the time and place of the election. Ernie Bates stated that he will not return to the Board in 2025.

James moved to adjourn the meeting; everyone seconded the motion. The meeting was adjourned.

Emergency access to Units when occupant or owner cannot be reached.

1. Try to contact owner, occupant or party authorized to allow entry if we have the numbers on file.
2. Use the key on file at HBT or RowCal if the owner has made one available. Having a key on file will not be mandatory but is strongly recommended. Any keys submitted will be stored in a secure location. RowCal can arrange for a locksmith to be on site for a day and anyone will be able to have the necessary keys made free of charge. Anyone who participates at a later date must provide their own keys.
3. If no appropriate contact can be made, HBT will contact the locksmith to open the door at the owner's expense, unless it is an Emergency Situation, HBT board will determine who will have the authority to call a locksmith. They will provide the list and also provide a board member to meet the locksmith when they arrive.
4. If it is an Emergency, 911 will be called. They will use whatever means available including forced entry. For example, if it is known that someone inside is seriously ill or injured: if smoke or water is coming out of the unit.

Each of the above situations require a judgement call based on the circumstance.