

Hickory Bay Towers Meeting

August 13, 2024

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

Those present:

George Kemp	James Arnold
Ernie Bates	Gary Reinke
Lisa Pyles	June Fennell
Julia Crawford	Rob Jones
Darlene Shelton, RowCal	Brian Sheppard, new Board Member

The meeting was called to order by George Kemp and opened with a prayer by James Arnold.

Grace Martin was not present. She is in Sarah Cannon Cancer Center and has been diagnosed with Acute Leukemia.

There was a brief update regarding the elevator. Otis will start delivering equipment and supplies on August 14 and inventory will be taken to assure that everything has been delivered and is ready for installation. Work will begin on August 26. Rob is completing last minute work and the elevator will need to be inoperable on and off during the day on Wednesday.

Ernie Bates presented the financial report.

Total July Expenses	\$ 97,117.06
Less: Transferred to Reserve	<u>(\$ 4,959.00)</u>
Net July Expenses	\$ 92,158.06

July Income	\$ 33,060.00
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Current Bank Balances:	
Operating Account	\$ 189,347.20
Money Market Account	\$ 107,767.29
ICS Savings	<u>\$ 55,294.24</u>
Total	\$ 352,408.73

Less: Ins. Pmt. for roof	<u>(\$ 155,000.00)</u>
Available Balance	\$ 245,288.00

Upcoming Expenses:	
Otis Elevator – to expedite installation	\$ 15,000.00
Hart Property Advisors – Final Pmt.	\$ 2,500.00

Ernie Bates then commented to Darlene Shelton that the payment from the insurance company should be listed as a reserve account and not included in the operating funds balance. George & Ernie mentioned that the \$4,190.12 expense for Water & Sewer had been incorrectly entered under

an Operating Income account. It should be moved to an Operating Expense account for Water & Sewer. Darlene made note of the error and said she would talk to accounting.

The need to increase our reserve account for the many maintenance issues that will need to be addressed in the near future was discussed.

Rob Jones mentioned that the pump and the pump house are in serious condition and will soon have to be repaired/replaced. This pump is to provide enough pressure for the fire department to attack any blazes that might occur on the highest floors of the buildings. The Fire Inspector has expressed amazement that the equipment is still operable.

Darlene is waiting for a response from Otis Elevator in regard to the \$15,000.00 payment they are requesting in advance to expedite the installation. Darlene said that overtime should not be paid to them in advance of the actual time worked.

There was a lengthy discussion regarding the delinquent payment for homeowner's and Board members request for reimbursement for expenses paid out of pocket. Darlene commented that she does not understand why there is such a delay. She also suggested the possibility of a debit card account in which the Board would decide on a monthly limit. The invoices/receipts would have to be reconciled to the card balance and then sent to RowCal's Accounting Dept. The card would be used instead of the individual paying the amount. George commented that it would be difficult to get the card to where it was needed. George suggested a petty cash account in which a check could be written for approved invoices and the check would have to be signed by two Board members.

The Board members inquired about the status of the reserve review. Hart Property Assessors have been given the information requested and have access to other information needed through government agencies. Darlene will inquire with Hart for an estimated start date.

Darlene presented a new idea for conducting the vote for the changes to the Rules & Regulations and the amendment. Since postage & copies are not charged to the H.O.A. with RowCal, Darlene stated that a co-worker had used this method and it had worked well. She would send a letter to each condo owner with a paragraph explaining the amendment, the ballot and a self-addressed, stamped envelope. A memo will be placed on each condo owner's door and mailed to each off-site condo owner explaining the process. James Arnold moved that we accept Darlene's plan, Julia Crawford seconded and the board approved.

Rob presented updates on both buildings. Building 2 had a leak in the 07 stack. That has been repaired. The owner replaced the pipes involved. The 06 stack had a major leak in the lobby of building 2. This has also been repaired and unclogged. Building 1 had a leak that resulted from the washing machine in #1309. This has been repaired. The renter requested that the drywall be repaired and was advised to contact the home owner.

It was discovered that a homeowner had cut through the firewall into the hallway in order to reach the plumbing. It was decided that the best way to proceed was to contact the Fire Department and let them deal directly with the homeowner.

It was suggested that all homeowners should examine their homeowner's insurance to confirm that they have sufficient coverage for any damage to their units from other sources or damage that may be the result of a problem to the surrounding areas by the homeowner's condo or pipes.

June Fennell reported on the issues with the mortar on the west side of Building 2. Water has been leaking into Sarah Bartlett's condo since March of 2023. That issue was resolved by Centennial Construction by caulking with epoxy. This resulted in extremely strong & unpleasant fumes. Centennial stated that mortar will need to be replaced. Tim Brewer with RowCal Maintenance inspected the area and will have a company come to give us a bid to repair the mortar, possibly using the tuck point method. We may also be able to use a spray that had been mentioned at an earlier meeting. Brian Sheppard, our newest Board member provided the names of two other companies, U.S.S. and T.S.S., that might be able to do this. James Arnold asked if either of these companies might be able to do repairs needed on one of the balconies. James said he would contact Brian for further information.

June reminded us that we have two homeowners that are seriously behind in paying the monthly assessment fees. A discussion followed on the best method to set up a payment plan for these individuals including removing all late charges with the understanding that if they did not follow through on the payment plan, they would be responsible for the full amount owed.

James Arnold moved that the meeting be adjourned. It was seconded and the Board approved.

August 14, 2024

We received word from George that Grace Martin had called and submitted her resignation from the board in order to concentrate on her health situation.