Falling Waters HOA- Executive Board Meeting

Meeting Agenda

Date: Thursday March 14, 2024

Location: Garner residence

Time: 6:30pm

Invitees: Zac Garner, Bob Devine, Lovie Davis, Jessica Howell, Reginia Hinrickson, Morgan Brosch, Ben Plesha, Izabela Bebekoski and Deb Mann.

Meting Called to order: 6:35pm

Roll Call: Zac Garner, Bob Devine, Lovie Davis (via Teams- virtual), Jessica Howell, Reginia Hinrickson, Ben Plesha, Izabela Bebekoski (via Teams- virtual).

Welcoming statement

6:30pm-7pm – New and old board transition meeting.

(Newly elected board members to meet with previous board to discuss any pending action items.)

Past Board discussions-

* Any commitments or contracts that need to be signed or have been signed?

Are there any outstanding meeting minutes that need to be posted? Yes, from the meeting before the voting. Ben has handwritten notes and will get those typed and submitted to Jessica by April 1.

* Were you provided with any updated resolutions or requests?
* Do you have any mailbox keys or door keys for the security rooms or mailbox?
* Open discussion
* Izabela- pumps on for ponds?
* Ben- Light posts- Roselawn Electric giving quotes to fix. Ben to email list of lights that need repair. Circuit not attached on back side of property off of Division. Modifications with Viking and Providence signs located at the front of the subdivision on the main road. They were supposed to remove these since they have incorrect pricing and advertising model home in FW.
* Lovie- outstanding business, committee development needs work. ACC should have gone through approval process. CD’s…unsure on whose name is on these? Reginia to research.
* Through text Morgan stated that she will give Lovie any HOA related property such as an informational binder and keys to the gatehouses.

Thank you for joining us in this transition. Meeting with previous board members concluded.

President- Zac Garner:

* + Attorney search/communications - 4 were called, 2 have responded, 1 meeting held, 1 scheduled. Zac will follow up with two he has not heard back from tomorrow. Spoke with Izabela on creating a committee on this and her opinion was that this should be a quicker process and a committee may slow the process down. Therefore, a committee will not be formed for this purpose. Zac will compile information from these meetings and will present the options once all have been collected. Standard questions are asked of each prospect.
	+ Legal Fees Review (from Nathan Vis time in position) 6 hours of legal time $1150. Legal litigation time $235. Billing was done consistently. The last three months- nothing was concerning around his billing, invoices appear to be legitimate. November $6200 for 39.8 hours of time for the community. A lot of this work coincides with what the board was asking him to do in terms of determining declarant status. December $2886 and worked 18 hours.
	+ Taxes are in progress as of 3/6 email In process per Mario’s email
	+ General overview of First AM site and finances Zac asked if we’d like to set up time with Mario to learn more about the Appfolio site. Reginia to meet with Mario on his scope and to gather any key learnings. Anything budget/money related Reginia would like to handle as Treasurer. Reginia to gather documents and best practices from Lovie for the position.
	+ Mowing quote – Conservancy District will be handling the mowing around the front gate. There will be no need to pay a service fee for this.
	+ Landscaping committee request - $705 Review and vote in new business
		- Spring landscaping/mulch proposal  $2,800 from GreenView Unsure on whether this was requested and by whom. The landscaping committee did not request this amount of mulch in their proposal. Reginia to follow up with Mario. Denied proposal from GreenView.
	+ Plowing bill $24,482.50  discussion Provided contract from plowing company (Midwest Marine Co.) used in 23-24 winter season. This invoice has already been paid, but there is concern of the community being overcharged. Future proposals will be thoroughly bidded and a tracking measure will be set in place to validate number of hours that this contractor works in the community to remove snow and salt the roads. Suggestion would be for the contractor to have their own contractor code to sign in upon arriving to the community. Budget was $30,000, we were still under budget at $24,482.50.
	+ Communication to be sent out about home improvements – ACC request To be sent to the community from the HOA collectively through Mario. Application to be included in the email but do not send the fee structure. ACC communication to go through the board, not directly to Mario.
		- Links and documents being consistent or accurate. If fees will be increased on community members, this must be discussed ahead of time with a proper timeline of implementation. Further discussion to come from this upon reviewing information.
	+ Communication to be sent out to all neighbors on all committees with brief description, and openness to add members.

-          Discussion on HOA Parking Restriction Policy – Email due to community member about truck Work truck with ladders. Section 10 of Covenants and HOA Parking Restriction Policy have differing information, this is an area in need of further discussion. Board discussed and unanimously voted not to allow this or any truck with ladder racks and ladders as this falls in line with the commercial vehicle.

-          For sale sign at 66 Levanno – For Sale was removed and board approved per Sign posting variance policy.

-          Cont. water issues behind, Bergamo LN, Medwin way, Levanno and Lucano still and issue. New neighbors looking for resolution support on this issue. Issues were identified by ACC before the homes were built, building was approved by board. Further discussion to come with consultation of engineer to mitigate further issues.

- Testing out onsite access to Mario at south gate house on Wednesdays. Mario would like to work out of the South gate on Wednesdays from 1p-5p to be accessible to community members. He has been provided with a code to access the gate house. Projected start date of 3/20. Reginia to obtain the First American contract. Discussion around Mario/First American representation signing code of ethics.

- Pot holes in front of 66 Levanno need to be quoted along with any others and a dip or sinking spot by white house on Ketill Trace

- Screen door handle needs to be fixed on south guard house.

Vice President of Operations- Bob Devine:

- Security gate codes/contract and invoices Asked Mario for S&K invoices to understand how billing is done for this service. Working on quotes from other companies.

- Sealcoating contract Current company is out of Bridgeview, looking for more local companies.

 - Snow removal contract Reviewed and bidding other companies for better pricing.

 - Fire hydrant flushing Indiana American Water – preventive maintenance was said to have been done August 2023. Closed work orders cannot be provided. Next scheduled flushing will be August 2024. This must be done annually, uncertain on validity of this actually happening last year.

- Speed bump and hydrant painting Acquired paint for both projects, paint was donated. Orange for hydrants due to the PSI for the fire department. Community project to paint, volunteers needed! Please be mindful of safety cones and barricades in the streets while painting is in process. More details will come out on dates for project.

- Meeting over reserve engineering study Bob met with Nancy. Portions of this survey need civil engineer opinions. Further discussion needed on this. Lovie to provide meeting notes and documents regarding road ownership for next meeting. Reserve study binder has been given to Reginia.

Any contracted service will be bidded out with at least 3 companies. Emails will go to the community to share what services are being bid out so community members can express interest or refer reputable company.

Treasurer- Reginia Hinrickson:

- Appfolio decision process Work with Mario on our direction for operating. Quotes to come directly to HOA and the HOA will submit to First American for upload.

- Treasurer checking account authority Ask Mario if anyone from the community is on the account- we would like to have a board member on the account.

 - Meeting with previous treasurers

 - Meeting with Mario Suggestion for an end of day email from Mario rather than several emails on different matters throughout the day.

- Creation of treasurer schedule of actions Calendarize operations for the year. Appfolio has the calendar feature- who has access to edit? New resident move in package- Jessica and Reginia to work on this project.

Vice President- Lovie Davis:

 - Committee updates

General discussion – Addendum will be managed by board of topics and action items.

 Old business: Review previous meeting minutes to ensure all action items are closed out? Need for developers meeting? Signage by front gate, determine possible redesign of sign.

New business:

Landscaping proposal $705 - Approved

Mulch bid - Denied

 Spring clean-up (to include leaves and debris blocking drains and sewers?) May 4- details to follow- Jessica to own

Community garage sale- May 16-18 – mark your calendars!

Revalidate fines and fees structure – board voted and unanimously decided to revalidate.

Entertain idea of gazebo or park on a vacant lot- Lovie to look into prosective

Meeting close: 10:01pm