

Welbourne Manor HOA
Annual Neighborhood Meeting – 11/16/2017

Present: Russell DeJarnatt, Randy Clipson, Lloyd Cobble, Matt Krupnick

Meeting called to order at 7:04pm by Russell DeJarnatt

Prior Meeting Minutes Review/Approval (Board)

- Do not have minutes available, will vote at later date

Board Position Nomination & Election (Cindy Kariofiles, Russell)

- Cindy could not make it to tonight's meeting
- Two members expiring: Russell DeJaratt and Matt Krupnick
- One member requesting to step down: Robin Stickler
- Russell DeJarnatt, Matt Krupnick, and Rich Brown are running
- Floor nominations
 - No floor nominations occurred

Landscaping (Dan Suer, Randy)

- Dan could not make it to tonight's meeting
- Completed Items (aside from the normal contracted landscaping activities)
 - Installed another easy shut off sprinkler valve in the front of the development.
 - Identified a long-standing sprinkler leak near the St. Max property on the east side in front and repaired it. (Note: Prior evaluations were unable to find the leak. Butler County looked at it and could not find anything either.)
 - Four (4) pines inside pool area removed and finished with grass seed in preparation for the upcoming pool renovation project.
 - Planted new taxus shrubs from the contractor that cut them down to service electrical box at the pool.
 - Planted a tree in the honor and memory of Jim Gorski. A memorial plaque will also be placed near the tree.
 - Installed a new sprinkler controller in the front of the development.
 - Replaced and repaired landscape lighting in several locations.
- Things to Mention
 - We will be retaining our current landscaping company (Cincy Premier Outdoor Solutions) for 2018.
 - Looking for four people who are experienced landscapers or lawn enthusiasts to apply for the "NEW" Landscape Beautification committee that will develop landscaping requirements for the development and begin meeting after 1/1/2018.
- Things to do in 2017/2018
 - Fall cleanup. (Note: Delayed due to everything still looking nice due to good weather.)
 - Another sprinkler leak was discovered on the west side front of the development. It will need to be repaired before the next sprinkler season.
 - The tree stump next to tennis courts needs to be removed. It will be replaced with fast-growing evergreens.
 - Remove the stand-alone pine tree on Somerset and the large pine leaning by the basketball court.
 - Get a bid to replace existing landscape lighting with LEDs.

Welbourne Manor HOA
Annual Neighborhood Meeting – 11/16/2017

- Questions
 - Will neighbors need help with fall cleanup?
 - No, that is part of our contract with the landscaping company.
 - Will memorial trees by pool be removed during construction?
 - They will be surrounded by security fence and equipment will be using blacktop area so nothing will be disrupting these trees. Other landscaping will be replaced as needed.
 - Comment: White hydrangeas outside pool area are beautiful.

Neighborhood Concerns and Updates (Russell)

- Letter to all residence about modification
 - Please fill out a form for any changes to exterior.
- Credit structure for neighborhood participation volunteering for any group
 - Planners for committees are responsible for reporting volunteer credits to Matt.
- A letter was received from St. Max refrain from using church parking lot for overnight parking. We do not want church parking in our neighborhood, we should respect their parking as well.
- Delinquent strategy states at \$500 a lien is placed and \$1,000 legal action begins.
- Subcommittees
 - Pool replacement
 - Communication
 - Delivery
 - Covenant Review
 - Bylaw Review
 - Social
 - New Residence
 - Volunteer Group

Financial condition (Matt and Lloyd)

- We are not happy with our accounting services. The turnover over the last 14 months has been disruptive as the accountant we have worked with for years left. We have had 2 new account managers that have not been as familiar with the neighborhood, people, etc. Some issues have been experienced.
- Balance sheet design has been updated.
- CDs are coming to term this year and a check has been issued for interest.
- Accounts receivable - Money owed by HOA members
 - This amount is not correct due to miscommunication during budget planning. Actual number is \$8,686.87 and a check for over \$1k was received for back payment so the number will go down.
- Statements of revenues, expenses, and changes in fund balances
 - It may look like we are overspending, but we try to get these numbers as current as possible for the annual meeting and they usually level out
 - Bank service charge was due to the loan
 - Bad debt expense was miscommunication with the account firm who thought we were writing off homeowner dues which is not the case. This will go away since we haven't written anything off.

Welbourne Manor HOA

Annual Neighborhood Meeting – 11/16/2017

- The pool company from last year came in with a higher bid than last year, but after hearing that we are getting a new pool they lowered the rate and locked in for a year.
- Landscaping looks like we went over budget, but there were supplies purchased and it was moved to straight landscaping expenses.
- 2018 Budget
 - Legal fees were brought up to around \$8k to afford us to go after delinquent homeowners.
 - The water budget was dialed back
 - Pool maintenance was updated to new amount
 - As stated prior, about \$20k is going into reserves
 - Dues are not going up to meet 2018 budget
- Questions
 - How aggressive are we going against the highest owed homeowner?
 - We are doing as much as we legally can. Once it goes into legal, we are unable to discuss it. We can discuss who is delinquent which is public record, but we cannot discuss any details.
 - How many homeowners are in legal action?
 - 3 homeowner are in legal action
 - 1 wrote a check for the full amount and was believed to be due to an error in the bank
 - Total due from these 3 homeowners are about \$4k
 - How long has longest delinquent homeowner been delinquent?
 - 1,597 days
 - Do we have legal specialists involved?
 - Yes, and we push them on the 3 most in debt homeowners
 - The legal budget was doubled for next year, partially for this reason
 - Why don't we add attorney fees to the delinquent fees?
 - We do, but we have to pay up front and repayment may be in a later year
 - Pool replacement and other items also have legal fees
 - Where is the capital budget?
 - It will come out by the 15th as required
 - Is significant difference from last year to this year the loan budget?
 - Yes, about \$38k for principal and interest
 - 1 month has to be paid this year
 - What is course of action with accounting firm?
 - We may not get much better service out of this accounting firm. We will try to find other account firms or get recommendations from other neighborhoods to make the best financial decision based on service we will receive.
 - Our current company merged with another firm and are now servicing non-HOA customers so we are an outlier.
 - We are happy to take recommendations.

Pool Sub-Committee Update Presentation (Chuck Helms)

- Slide presentation was given

Welbourne Manor HOA
Annual Neighborhood Meeting – 11/16/2017

- 107 yes votes, 5 no, and 28 non-votes
- Contract awarded to PSS Contractors
- The loan has been closed
 - Poplar Bank is servicing the loan
 - They specialize in association loans and are based out of Florida
- Overview of current design was displayed
- Overview of new design was displayed
- 6 violation and issues will be resolved
 - Pool enclosure not being 48 inches high
 - Gates with openings larger than 4 inches
 - Bonding issue - electrical current in the water
 - Off street parking, handicap parking
 - Deck cracking and heaving
 - Pool leaks
- Site improvements based on pool survey results
 - Expanded deck
 - Parking area was reduced to give more open space
 - Shelter
 - Provides covered area for daily use and neighborhood events
 - Needs to fit in with existing structures so roofline is gabled with shingles to match the pump house.
 - Line of sight will have same height, roof line, shingle color, and architecture
 - Baby pool
 - Gradual entrance with a water feature
 - Desire was for splash pad, but costs 3 times as much as pool
 - Zero entry was another request, but we don't have the longevity to do this
 - Final design is a 6" step with gradual drop to 18" at end to allow various ages
 - 4 water features will spray into the pool area
 - Main pool
 - Baja shelf entrance where first 6.5' will be 1' deep and then it will step into deeper water
 - We must keep it the same size
 - Construction timing
- Timeline
 - October-November
 - Final construction drawings
 - Liberty Township Zoning Certificate
 - Butler County Building Permit
 - State of Ohio Health Department Permit
 - December-May
 - Demolition
 - Construction
 - Work will be complete in time for pool opening
- Site Management

Welbourne Manor HOA
Annual Neighborhood Meeting – 11/16/2017

- Site contained within temporary fence
- Contractor parking on blacktop or on Somerset
- Access hours 7am-6pm (Mon-Fri) and Saturdays as needed
- Input from neighbors welcome
- Communication protocol - Submit contractor or construction questions or concerns through the pool committee
- Questions
 - Will the bathrooms be modified?
 - No significant changes, just dispensers and door closures
 - Refurbishment was left off by design since major changes require ADA compliance
 - Could existing lighting be improved to make it brighter?
 - Yes, probably just needs brighter lighting
 - 107 yes votes are reported tonight, 105 yes votes reported previously. Were non-votes interpreted as no votes?
 - Correct, no-votes were marked as No.
 - Neighbor made a comment that future boards that may try to interpret no votes in a way they desire.
 - This is in violation to our covenants and Ohio law
 - We needed 94 total yes votes which was achieved so no interpretation was needed
- Full construction prints with details are available for review tonight, but we will need to submit them for permitting so we cannot leave them.

Neighborhood Open and New Items

- Questions
 - Is there a reason there is no directory for the neighborhood?
 - We would love to have one, just nobody to do this
 - We will look into this who emailed Russell with a 2003 directory which needs to be updated.
 - John K offered to help
 - Can we make it so delinquent members are restricted from access from the pool, tennis courts, and other assets?
 - We can legally, but right now everyone has a key so we can't take their key or prevent other people from letting them in
 - Looking into a new solution using key fobs for gate entry which can be activated/deactivated as needed.
 - Years ago an Ohio department talked to us about the noise barriers saying no noise walls were justified due to our distance from the highway. The other side has walls which reflects noise. Could we raise this concern again since it affects many of our members?
 - We can ask again to see what we can find out.
 - Comment was made that concrete barriers just reflect noise, especially as trees were cut down.

Meeting called to close at 7:58 pm by Russell DeJarnatt

- Motion to adjourn: Lloyd Cobble
- Second: Matt Krupnick