

## **May 2022 Colonial Gardens Homeowners Association Annual Owners Meeting Minutes**

5/7/2022 held via Zoom at 9:30am

Board Members In Attendance:

Aaron Eames. Kaitlyn Linford (HOA Management)-Absent: Dan Stitt and Krystal Zamora

1. Meeting was called to order at 9:30am via Zoom. It was noted that a quorum was present with 53% of homeowners in attendance at the meeting &/or voting absentee.
2. Owners were reminded to contact Kaitlyn with any changes to their contact information so that the HOA information stays up to date.
3. The 2021 Annual Owners Meeting Minutes were presented. A motion was made to waive reading the meeting minutes and accept them as is, motion was seconded & all were in favor.
4. The 2022-2025 Board Nominees were presented and stated that there is 1 available position on the Board and that there is one nominee; Dan Stitt. It was also stated that Board Member Krystal Zamora has sold her unit and rather than the Board appointing someone they voted to add it to the election but to only finish out her term until 2024. The floor was opened up for nominees for both positions. No nominees or volunteers from the floor. HOA Mgmt will send an email to all owners asking for a volunteer. Once this is received absentee ballots will be sent out to owners to vote on the nominees and approve Board Members.
5. Financials: The 2021 Balance Sheet was presented and stated that as of Dec 31, 2021 the Operating Acct Balance was \$8157.81 and the Savings Reserve Balance was \$26,053.23. It was noted that the Savings Reserve Balance was less due to paying for the roof replacement in 2021. The 2021 Profit and Loss report was presented and stated that the HOA ended over budget in the following categories: Insurance, building repair, electrical, roofs, professional fees and trash services. It was reported that the HOA continues to be over budget year after year in building repairs and trash services. These services continue to be needed and the cost has been increased by the vendors as well. This shows that these areas need to be increased on the budget. Those increases alone however, will cause an increase to dues again. Due to current inflation increases it is also expected that other categories costs will also become more expensive as well. It had been hoped that no increase would be needed again for a few years but given the increases in vendor cost is showing that an increase is going to be needed sooner rather than later. The 2023 Budget was presented with an increase to HOA dues to \$165 per month per unit. The budget showed increases to building repairs and trash services but also to landscaping, snow removal, insurance, proper mgmt fees, and reserve acct transfer. The increase will not go into effect until 2023. No questions from owners on the financials.
6. Maintenance: The 2021 Completed Maintenance projects were read off and stated that the Roofs on all the buildings have been replaced. Carports will continue to be checked and replaced when needed. The 2022 Proposed Maintenance items were also read and discussed. It was also stated Door trims will be replaced on at least one building. Owners

were reminded that their doors need to be painted Black by May 1<sup>st</sup>. It was stated that Reserve Funds will be used to pay for the Door Trim replacement and that Carports will be inspected and any large repairs will also be paid for via the Reserve funds as well. All other general repairs will be paid for via regular monthly income. Owner asked if pest control could also be completed this year again and it was stated that it can be and will be added to the list. Owner stated that it really helped the common grounds with it being done.

7. Insurance: Owners were reminded to make sure they are properly covered with insurance by having a policy that will cover the HOAs deductible of \$10,000 plus their personal property. All insurance claims go through the homeowners insurance policy first and then through the HOAs so it is very important to be properly covered. Owners were provided a letter from the HOAs insurance company to make sure they are properly covered.
8. Rules & Regulations were discussed and reminded that pet waste needs to be properly picked up each time the pet uses the common area. Pet waste has been noted as being left in the common areas, which makes them unsanitary, especially for children to play in the areas. Owners were also reminded that only regular household trash should be placed in the trash cans. Occupants are still placing items next to the binds that are not permitted, nor will the trash company pick up the items, which leave them sitting for days and sometimes weeks before the HOA pays for someone to pick up the items. This costs is not necessary if everyone makes sure that they haul out their own personal items. It was also stated that Parking has been an issue in the last year, where some occupants are parking in visitor parking. This is not permitted, occupants have 2 parking stalls and that is all. Some have also noted that other occupants and their guests have parked in other occupants stalls, this is also not permitted as everyone has their own marked stalls and those are the only stalls they should be parking in. Lastly there has been an issue with occupants leaving kids toys and personal items in the common area and that some kids have been noted to being disruptive to other owners such as doorbell ditching. It is asked that parents please make sure children are being respectful to other occupants when outside.
9. Other Business: No Owners had any further business. Owners were reminded to vote on Board Nominees via email by the due date.

Motion made to adjourn the meeting, motion was seconded and all were in favor. Meeting adjourned at 10:07am with next Annual Meeting to take place in 2023.