

Wingate Townhome HOA Meeting Minutes

March 28, 2013

6:30 PM

Attendance: Kenneth Paskett, Peter Jones, Natalie Harden, Barry Wilkins, and Dennis Stacey

Meeting Discussions

1. Complaints and concerns:

a. Goran in unit 55 has voiced concerns about issues such as: the lawn services is too frequent, a pit-bull that is off his leash, and children climbing on the wall behind his unit. After discussing these concerns the board feels that lawn service is needed for the community on a weekly bases, Kenneth asked Goran to fill out a formal complaint to further see action on the pit-bull, and as for the children on the south wall the board believe there isn't much action we can take in resolving this issue, because the wall is shared with the complex behind Wingate.

2. Trailer Parking

a. There has been request for the board to allow trailers to park on site. The board discussed this requested and decided to allow trailers to be parked in the back parking lot for a fee of (\$20) twenty dollars per month with no more then five trailers at one given time. It will be based on a first come first served basis, also trailers must be current on the registration and also be registered to the owner or tenant. Further more the trailers may not be used for living quarters.

3. Rules and Regulations

a. The board has decided to review the rules and regulations and update them to be current with new laws from legislation and new concerns for the community. We will be setting up a time to meet with Barry as a board to update with a date of June 1st as a start date. We will provide 30 day written notice to owners of the changes.

4. Fob system

a. The board has decided to go forth with the new fob system for the front door of the clubhouse and the south gate of the pool area. The bid for the system was \$2,500 and \$4.50 for each key fob. The board will be requiring a \$20 refundable deposit for the key cards, also there will be a \$10 reactivation fee for when the cards are turned off due to delinquency of dues. The community will need to purchase a laptop for the system to run on, but we are looking to see if we could use a tablet. Barry will discuss this with the company and then schedule installation.

5. Insurance Deductible

a. The board had a voted in increasing the insurance deductible from \$2,500 to \$5,000. Although it was only a saving of about 1,000 dollars annually, the board decided the increase would help reduce the number of claims being filed which in turn will help the community reduce the risk of being uninsurable. The board will have Barry make the change as of June 1, 2013 and send out notice of the change by May 1, 2013.

6. Dumpsters

a. The board decided to change out the recycle dumpsters for just regular ones. The decision was made due to the fees for having contaminated items in the recycle dumpster. We discussed the city program of spring/fall cleanup and will find out if our community is eligible for these services since our community is private property. If we are not eligible we discussed possibly having big dumpster annually or semiannually for community members to dispose of their spring and fall cleaning.

7. Financials

The Board reviewed the financials and have agreed to increase the community dues by \$10 per month, for a new total of \$130.00 starting June 1, 2013. Kenneth prepared rough draft budget and we will wait for the reserve study to be complete to finalize the budget for this year.

8. Reserve Study

Barry has scheduled the reserve study to be done, and will get the cost to the board. He said he ordered it to be done two weeks ago and expected it to be completed in 2-3 weeks. Barry will follow up on the progress.

9. Facility Committee

Dennis had some suggestions for the board to consider. First being a big hole on the west lawn across from his unit (76) that was caused from a pipe break earlier this year. Another suggestion/concern was where the playground once was (Northwest corner of the complex) there are a lot of rocks. His concern is with spring here the lawn care service will start and cause damage from the mowers projecting the rocks into unit's fences, windows, and stucco. He also asked the board to consider installing cages on the dryer vents to eliminate birds nesting in homes and a potential fire hazard. The board asked Dennis to see how many cages the complex we will need and will evaluate the cost. Barry will have the landscapers look at filling the hole and ask about the rocks in the area of concern.

10. Lighting

Last meeting we discussed the lights in the complex and how many of there were not properly working. Barry sent out a company and they have repaired many of the lights. There are still a few that are still not working and Barry said he would contact the company and follow up on the status.

11. Community Activity

The board would like to have a community activity in May, planting flowers around the complex, we need to set a date and Barry will check with Shawn the landscaper to see if he can get us flowers.

Action list

Barry:

Set a time up to meet with the board about changing the rules and regulations.
Schedule the fob system installation and check on the tablet instead of the laptop.
Follow up on the reserve study.

Check with the city to see if we are eligible for the clean up services.
Change the insurance deductible and send out notice
Increase dues and send out notice
Check on the lights for the complex
Have the tree in front of unit 63 and rose bushes in front of unit 61 removed.

Peter:
Get added to the bank account

Complex walk through;
We filled the doggy bag holders and had Barry get a list of units that still have Christmas light up to send them a letter.