

STEEPLECHASE

2023 MARCH BOARD MEETING

DATE: 3/2/2023

TIME: 6:00 PM

LOCATION: Clubhouse

MINUTES

- I. CALL TO ORDER:
 - a. The meeting was called to order at 6:05 pm by David Shibilia. Quorum was met around 6:15 pm
- II. ATTENDANCE W/ ROLL CALL:
 - a. Board Members: David Shibilia, Amy Evans, Jason Noble, Michael Blevins, and Aaron Haubner
 - b. Board Members not Present: Jon Nettle & Elizabeth Andres
 - c. Representing Stonegate Property Management: Kevin Malburg
 - d. Homeowners: Six homeowners.
- III. APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES:
 - a. Mike motioned to approve the minutes and David seconded the motion. The minutes were approved unanimously.
- IV. OWNER OPEN FORUM:
 - a. The owner next to the new home being built on Turfrider noted that there has been extensive damage to the driveway and that the HOA wasn't taking steps to address those issues. The owner has talked to Boone County and is trying to get some things addressed from them like the owner adding in a drain to help with run off/erosion but would like more visibility and concern from the management company on the project occurring in the community as it affects the value of the homes in the subdivision. Sidewalk repairs are needed in addition to the front area where kids are walking and riding their bikes. It seems like the HOA should address items like what they are dealing with versus addressing trash cans in the community.
 - b. Kevin noted that that there are some things that the HOA and management have the authority to oversee and some items that they do not. In instances like this one management can reach out and make sure the owner is aware of the issues and find out what remedies they will do. The owner asked if they could get a report of that letter/conversation. Kevin noted that it was a phone conversation but could provide a summary for the owner.
 - c. Over on Wynfair/Crisp the curbs had some repairs done to them, but the ground was worked up and not placed back. Kevin noted that would be a developer related issue and would reach out to the developer to make sure they are taking the correct steps.
 - d. An owner reported that there were some trash cans left out at the clubhouse recently from at least Monday – Wednesday before the next trash pick. Kevin said he would address that with the clubhouse coordinator as those trash cans should be put away 24 hours after trash pickup.
- V. MANAGEMENT REPORT

- a. Last Month's Financials were e-mailed out to the board by Feb 10, 2023
 - i. ii. Current Account Balances
 - 1. Operating Account - 1/27/2023 - \$33,946.70
 - 2. 4 CDs at Victory Bank
 - a. Victory 6 Month \$12,891.09 - 2/27/2023
 - b. Victory 9 Month \$26,122.77 – 5/27/2023
 - c. Victory 8 Month \$26,266.84 – 7/27/2023
 - d. Victory 12 Month \$26,082.47 – 8/27/2023
 - ii. Delinquent Accounts
 - a. Total Resident Outstanding: \$6,415.00
- b. Management Updates
 - i. Update on homes in community – Up to 350 from 305 from new development. 4 remaining.
 - ii. Kevin has the landscaper adding seed to a tree removal location at the clubhouse and is going to have the landscapers look at replacing a front tree that is starting to look poor. Kevin will be out likely next week on Monday to do a property tour. Kevin had to meet up with an owner on a violation before the meeting today. One owner asked how Kevin does his property tours. Kevin noted that he usually goes through the clubhouse and then goes into the community. He drives through and tries to do one Monday each month and a different day for the other tour.
 - iii. Cleaning
 - 1. One owner noted that the cleanliness of the clubhouse was a concern. It was rented recently and the coordinator had to come over and clean it to get it to a good state before the owner rented. There are nicks in different pieces of furniture, missing barstools, tears in the couches. The clubhouse is the biggest asset for the community, so it needs to be maintained and people charged for damages.
 - 2. Another owner noted that the gym equipment is not getting wiped down and cleaned. It felt very grimy and not a great overall feel for what is there to be used.
 - 3. An owner reported that the pool bathrooms were not getting cleaned very well. They had a urine smell to them sometimes and would be dirty. Kevin knows that the bathrooms generally get cleaned in the morning, so if there is an issue please let him know as it could be a cleaning issue or a timing issue with when cleaning is occurring.

VI. OLD BUSINESS:

- a. Additional Street Lights
 - i. Kevin followed up with Duke to make sure everything is on track for the street light additions on Wynfair. Unfortunately, they came back and said there was a manufacturing delay and that the anticipated date is now late May 2023 to get parts.
- b. Solar Street Signs
 - i. Kevin presented a bid where the street signs were completely redone to look like they do now. In case of damage that occurs that takes out the entire sign. The cost from Fastsigns to replicate the signs would be \$3,900. To replace just a street sign is around \$605. The goal is to remove the solar collectors since the

system does not always work as it seems like there are repairs needed every year to the solar portions. The board moved to have the replaced street sign of Wynfair redone, so they can see how the replication looks with a lower cost.

- c. Winter/Fall Social Event – Movie Night
 - i. Right now they are leaning towards a movie night at the clubhouse in the parking lot in the Fall. Kevin reminded them there is a popcorn machine that could be used if cleaned up for the event.
- d. Asphalt walking path
 - i. The asphalt walking path contract has been signed and is over to the company. Work will begin depending on the weather. David had some areas to make sure the ground was properly prepared before anything is poured and Kevin said he would note that with the company.
- e. Gym Flooring
 - i. Jason Noble reviewed the carpet and chose the Hooked, Jolted Carpet square. (Picture below). Kevin updated McSwain so they can purchase the needed carpet for the association. This will likely require the gym being shut down for a few days when the installation begins.
- f. Key System
 - i. Kevin noted that the key system contract was signed. Ideally the hope is to get the system up and running and transfer all the keys in the old system to the new system and once that is completed change the hardware so there is minimal downtime for access. One owner asked why there was a change and Kevin noted that the Key system runs on Internet Explorer (IE) which is no longer supported. You can access it through Edge, but with major updates it's becoming harder and harder to access it. At some point IE won't be accessible, so instead of waiting until it can't be accessed, we are trying to get ahead of the issue.
- g. Barrier along Freeway
 - i. Who is who, zoning process check, by law is public, but not easy to access, but more visible. Chet might visit a few times. Action items about sound wall for the community. 1 mile of wall needed to help with homes and school. Need to get on budget or X. David will now help to move it forward. Jay Williams, senator of our area, and just voted back in. Got us frog town road, and commission for roads.
- h. Gym Access non-Resident
 - i. Legal had reviewed the request and stated the association talk to the insurance company for the association. The board also noted that they should have a release of liability. An owner asked if this individual would be charged for the facility use and Kevin noted that they should be charged something since each owner's association fees go to the gym, but that had not been determined since they were still trying to determine if it was possible to do with minimal liability to the association.

VII. NEW BUSINESS:

- a. Discussion on voting for future association needs
 - i. Kevin provided a basic outline for voting for the by-laws. This could also be used for any proposed amendment changes to the Covenants of Declaration, but that has a higher threshold for voting. Kevin suggested:

1. Providing access to the bylaws as they are now (only electronic on the website since it's 11 pgs long).
 2. Provide via mail the location of each change with what it says now and what it would be changed too.
 3. With the information owners can vote by:
 - a. E-mailing form back to Kevin.Malburg@spmhoa.com (picture or pdf are both fine).
 - b. Does need to be signed by an owner of a lot
 - c. Deliver the form to the clubhouse mailbox
 - d. Vote in person at the annual meeting
 - e. Allow three weeks after the annual meeting for any last minute votes
 4. In the by-laws it states that only someone in good standing can vote. The bylaws go on to indicate that someone in good standing would be caught up on their association assessments and would not have an active violation. Kevin noted that most associations only consider the assessment delinquency and the board agreed that everyone should be allowed to vote unless they are delinquent on their account.
 5. This would occur at the annual meeting
 6. For a by-law change it would require a 50.1% approval. This is stated in the by-laws that have governed the association from the beginning. It does not change the required 80% approval required for a Declaration of Covenants. The by-laws and covenants are two separate documents that govern the association.
 - ii. The board thought this was a good overall approach. The board wanted to get something out to the ownership so they can review and they can come to the April meeting to provide feedback and thoughts to changes on the by-laws. Kevin said he would try to get something out soon.
- b. Lower Lake
- i. Kevin had received the layout of the homes for the lower lake. Kevin was under the impression that based on the information provided it met all the criteria in the documents, but one ARB member was still waiting on more information. Additional information once the house is selected should be provided to the HOA once a buyer selects a home to go on the lake. The other ARB members confirmed that right now based on the builds they have provided they meet the criteria, but there should be more information provided and improvement application completed when a home is selected for a lot.
- c. Common Area – Dog Park, Basketball Court, Pavilion
- i. Kevin noted that he had not had an opportunity to get pricing together for these options that could possibly go into a common area.
- d. Holiday Lighting
- i. Kevin had noted that there was an owner that had started out with some holiday lights for Christmas and adapted them for Valentines Day and then St. Patrick's Day with additional yard decorations as well. There is not anything in the rules and regulations about decorating this way and wanted the boards thoughts on decorating outside. The board looked at the pictures, but wanted to wait till more board members were there and had time to consider the area.

e. Mailbox Violations

- i. Kevin presented a variety of mailboxes in different conditions from one that is in an ideal condition to those that needed some maintenance to them. The board reviewed them and after reviewing agreed that the listed items and pictures of parts of the mailbox/post needing painted because of fading (lid, mailbox, post, flag and placard), to a missing placard or mailbox flag should be in better condition and should receive a violation. Kevin proposed sending out the pdf to the community with information on how to repair and giving till end of May and if the mailboxes are not repaired/painted then violations start going out to owners as needed. The board noted that if Kevin can add as much information as possible to violations that would help owners to see the violation issue and how to rectify it would be the most optimal. Kevin said he was trying to update the violations with some better information.

f. Go Pantry Project

- i. There is an owner that wanted to set up a drop off at the clubhouse for a canned food drive. The board was receptive of the idea, but wanted to know what the drop off location would look like and how long it would be there. Kevin said he would reach out to the owner and find out.

VIII. NEXT MEETING:

- a. April 6, 2023

IX. ADJOURNMENT:

- a. Mike motioned to adjourn the meeting and David seconded the motion. The motion was approved unanimously, and the meeting adjourned around 7:50 pm.



Homeowner with tree lines

Executive HOA

Clubhouse Cleaning - 450 two times a month - March 13th with Mike doing cleaning and his daughter.

641 Turfrider issue with 644 Turfrider