

# STEEPLECHASE

## 2019 AUGUST BOARD MEETING

DATE: 8/14/2019

TIME: 6:00 PM

LOCATION: Clubhouse

- I. CALL TO ORDER: The meeting was called to order at 6:02 pm
- II. ATTENDANCE: Steve Phelps, Chris Groh, Mark Tranbarger, Sonya Havel, and Jim Harmeling. Representing Stonegate Property Management, Kevin Malburg. In attendance from the community, 5 community members.
- III. OWNER OPEN FORUM:
  - a. Herb Kindel asked about the newest Declarations and Amendments that were available. Kevin stated he would send to him the newest version that he has on file.
  - b. Chris mentioned there was one more Ash tree behind his property on HOA land. Kevin said that they were only taking down the ones that had the potential of falling on the walking trail and were on HOA land. Chris stated he understood that but wanted to note that there was still one there that would eventually need to be taken down.
  - c. Chris also mentioned as a side note that if there was a flat boat near the back of his property he could go through and pick up things in the water at times in the retention basin.
  - d. Herb asked what the intentions are for the lower lake. Kevin said that currently they are looking to do one more bush hogging down to the lower lake, but there was no intention of doing anything else at this time.
- IV. APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES:
  - a. Chris motioned to approve the previous minutes. Steve seconded the motion and it was approved unanimously.
- V. MANAGEMENT REPORT
  - a. Last Month's Financials e-mailed out to the Board on Aug 9, 2019 – Kevin asked if there were any questions on the previous months finances and no one had any questions.
    - i. ii. Current Account Balances
      1. Operating Account - \$15,919.52 – Kevin noted that based on the operating income and the prepaid balance that he would recommend being cautious moving forward when it came to spending funds for the year. Based on his calculations it looks like everything should work out okay, but it could be tight near the end of the year.
        - a. Prepaid – \$14,601.25
      2. Reserve Account-\$40,344.17
      3. 4 CDs at Victory Bank
        - a. Victory 6 Month \$12,535.44 - 8/27/2020 – NEW 2/27/2019
        - b. Victory 9 Month \$25,410.53 – 5/27/2020
        - c. Victory 8 Month \$25,204.28 – 3/27/2020
        - d. Victory 12 Month \$25,473.61 - 8/27/2019 – NEW 8/27/2020 –  
The board discussed and decided to allow the CD to roll over while rates were still doing well.
    - ii. Review of Delinquent Accounts –

1. Total Outstanding: \$5,686.75 – Kevin noted that the delinquency account is lower than it has been in the past due to one large account being collected on recently.
- b. Management Tour
- i. Paper products in clubhouse moved – Kevin moved all of the paper products for the clubhouse into the old tanning room. This allowed it to be more organized and allowed the storage area off the gym to be a little more organized as well.
  - ii. Fence repairs needed – The fence for the pool had been noted that it was leaning some. Kevin requested a quote from R&M Fence to get that repaired. Kevin is waiting until the pool season ends to make the repair. Otherwise with the fence being a part of the door mechanism there is a good chance it will affect the repair.
  - iii. HVAC Serviced – Kevin had Northern Kentucky HVAC come out and service the units.
  - iv. Repairs at pool – There were a few repairs that were needed this past month at the pool:
    1. The sink in the one bathroom was leaking. A new drainage assembly was put in and the sink had to be adjusted back to the wall.
    2. The door on the left looked like it was broken at the top hinge area. Charlie Brown was able to repair the door.
    3. It was noted that the fence/door near the playground was having issues. Kevin said he had a quote to make the repairs but was waiting for the pool season to end before making the repair. Otherwise the repair may not take as well for the long term.
  - v. Lake – The electric was fixed out at the lake, so the aerator system is up and running again along with the light for the flagpole. Kevin also asked Lake Doctors to change up their treatment for algae, so it's treated to the highest levels that the EPA allow. Kevin felt that he is seeing some positive improvement with the lake, but still needs more treatments until it is all cleared up.
    1. A resident noted that 5 homes down from the Gazebo there is a cable out in the lake. It's assumed that maybe it's Lake Doctors, but they are not entirely sure.
  - vi. Maintenance Sheet – Kevin attached the maintenance sheet for the Board to review. Most of the items have been closed out at this point. There are still some things that need to be addressed like the doors for the clubhouse. Kevin stated he had a company he was pretty sure he could get good pricing from and do all the work at once.
  - vii. Violations Sheet – Kevin presented the violations sheet to the group. He commented that a lot of violations that have been accounted for recently has been algae on the home. Some issues have been closed out, but right now there are few more than less right now.

## VI. OLD BUSINESS:

- a. Special Meeting – The Developer met with Jeff and came back with requests for the Board to consider.
  - i. Votes for undeveloped lots – The Developer was requesting 1 vote for every 10 plats that were owned. The board reviewed the meaning of what it meant to be

a member and have a vote in the community. Most voting in the new language would not allow anyone to vote until they had a finished parcel with a home in place.

- ii. Expediting Building Plans – The Developer asked that some of the home plans be preapproved, so they are not held up in the approval process.
  - iii. Landscaping Prior Approval
  - iv. Assessment Dues Relief -
- b. Christmas Lights quote – Kevin presented the quote for Christmas lights for the clubhouse. They were the same cost and set up as the previous year. Kevin was requesting that the quote be approved for the current year and the next year. That would give three years of a similar look and cost and from there he would go out and bid it out again. The Board commented that they heard good things about the clubhouse lights this past year and wanted to keep it looking good. Mark motioned to approve the quote for 2019 and 2020 and Chris seconded the motion. The motion carried unanimously.
  - c. Island Quote -Kevin had three quotes put together for the island. One was for rocks at the island, the other flowers at the end, the last one was the removal of the day lilies at the island. The Board did not want to spend any money there especially with the uncertainty of the road work and if that would mean what went in would be removed. Kevin reached out to Jim Bornhorst of Nexus to find out if the other boards would be okay with removing the day lilies as it would be the cheapest option and would look uniform at the entrance.
  - d. Non-working Street Signs – Kevin presented three quotes for street sign options. The first two were from Fast Signs, but they were unable to make the street signs function from solar energy. They would make them more visible at night without solar energy. Steve Phelps had his neighbor who is an Electrician look at the signs and he believes he can get them up and running. Total cost would most likely be no more than \$2,600 to get the street signs working. The other quotes were about 1k to 1.5k more expensive. The Board discussed the options, but really preferred the street signs work the way they were designed. They have asked Live Wire Electric to fix the street sign at Foxhunt and Grand National first. The Board approved the work pending there are no issues that come up, however there was no official vote to approve the expense.
  - e. Wexford and Sheffield Quotes – Kevin presented the Board with 3 quotes for Wexford and Sheffield. Each quote had a different price depending on what the Board would prefer to go with. The Board decided the middle quote with 3 miscanthus, 5-day lilies, removal of the Taxus and install 4 Forester Grasses. The Board wanted to know that if they waited until later in the fall, could they reduce the price. Kevin said he would reach out to the vendor.
  - f. Seating around pond – Kevin presented the Board with three different quotes to install benches around the larger retention pond. Two benches are 6 ft and one is 8 ft. The cost was minimal between 6 ft and 8 ft. However, going with Charlie Brown to install the benches seemed like the best option as it saved a lot on labor costs. Mark motioned to approve an 8 ft bench to be installed this fall. Sonya seconded the motion and it carried unanimously.

- g. Reserve Study – Kevin presented a budget to the Board and the Owners that were there. The budget included funding the reserve up to 61,000 versus the 91,000 that the reserve study is calling for. Kevin believes that difference can be made up with the new homes and capital infusion that the Developer, Builders, and new Owners will provide. The increases in operations include what is anticipated along with respectable inclusions to the budget that have not been there before like money for improvements to the clubhouse or repairs to the pool.
- h. 2 CDs – August 27, 2019 – The Board elected to roll over the CDs.
- i. Electrical Service at Lake – The electrical service at the lake was restored, so the aerators are working and there is power to the flagpole light now.
- j. Solar Panels – Previously the ARB decided that while solar panels are great, they are coming down in price, and will start to become more common place in building places, but currently they are not at a level where they will conform with the neighborhood. Kevin reached out to the homeowner that had asked about solar panels and had decided they were not going to pursue that option anymore.
- k. Exercise Equipment – The exercise equipment repairs were completed about two months ago.
- l. Signatures for Liens, etc. – The Board voted that any Board Member could sign off on lien/foreclosure paperwork with the Association’s attorney as long as the Board has voted for it to pass.
- m. Ash Trees – Kevin went around the lake and all the stumps were ground down. Those holes will need to be repaired. A homeowner commented about using the chipped wood for mulch and Kevin agreed that would be a great use of it.
- n. Erosion around Upper Lake – Kevin included a quote for adding landscaping around the lake that had more floral and natural plant life. The cost ended up being a little more significant than anticipated. A community member commented that a previous board had done that on another portion of the lake, and it had not turned out as well as they had hoped. Mostly, it had not been maintained and managed. The board decided to allow the grass to grow up some around the banks to help with run off and some erosion, similar to what the proposal had asked for. Kevin commented that for some areas around the lake it might mean adding more rip rap to make it possible
- o. Other Old Business?

VII. NEW BUSINESS:

- a. Annual Meeting
  - i. Sonya, Mark, and Jim’s terms are up, so there are three new board members that will need to be elected. Kevin had a copy of what was going to go out to the community for notice of the annual meeting, the election, and proxies for the meeting. The Board asked that it be approved along with the addition of noting that the Board will be discussing the increase to the HOA fees at the annual meeting.
- b. Pool Contract
  - i. Close or Stay open past Labor Day – Kevin asked the Board if they would like to extend the pool season. The rate would be an additional \$318 for 6 days. Art Daniels needed to know by the 21<sup>st</sup> so they could have the proper staffing in place. The Board decided to wait till the 21<sup>st</sup> to double check the weather and possibly extend the season. However, the Board was concerned to pay that

much money for a short period of time. In the past the Board has not extended the season.

- ii. Pool Contract – Kevin sent out RFPs for the pool companies last year and the current company came in cheaper. The rates are increasing some next year due to an additional \$1 daily charge and the pool season will be longer by 7 days. Kevin asked the Board to approve Art Daniels for 2020 and 2021 and he would submit RFPs for the 2022 season. Mark motioned to approve Art Daniels as the Steeplechase pool company for 2020 and 2021. Steven seconded the motion. The motion carried unanimously.

- c. RFP for Landscapers – Kevin provided RFP’s to 4 different landscaping companies including Ground Systems. He’ll use those numbers to help finalize the budget.
- d. Petition for County Funding additional entrance/exit to school – Kevin reached out to Stacey Owens regarding overseeing the petition for the community. However, Kevin has not heard anything back from her.
- e. Driveway Widths: Chris had an individual address him with a concern regarding the widening of a driveway on the one side. The person ended up following all the proper protocols needed, so there was no reason to deny their request in widening the driveway. The person with the concern stated they would widen the driveway over the front yard instead of the side yard in the future. Chris wants to make sure that they are being consistent in the enforcement with the driveways and approving only the proper ones. He wants to take some measurements and come up with a change to the declaration. Kevin asked if he wanted to do a change to the declaration or does he want to do a change to the rules? The change would be to add the rule for right now.
- f. New Doors for Clubhouse – Facing Pool Area: The seam around the exterior glass of three doors to the pool area from the clubhouse is failing. Kevin said he has a contact that he can reach out to for a quote. He reached out to Charlie Brown first, but he passed on the project.
- g. Back Yards – Kevin stated that when he is out and enforcing violations in the community that the backyard is not something that he is always going to see. If there are concerns that a neighbor has, they are welcome to send those in and he can address them if there is a violation there.
- h. Other New Business?
  - i. David Shibilina recommended installing a bike rack at the clubhouse. There are times that bikes are just lying in the grass in front of the building. He also recommended 2 key fobs per family be allowed. The Board asked Kevin to look into the cost of a bike rack and to look at how many communities allow 2<sup>nd</sup> key FOBs and the cost associated with a 2<sup>nd</sup> one.

VIII. SCHEDULING OF NEXT BOARD MEETING: The next board meeting is the annual meeting on September 11<sup>th</sup>, 2019 at 6 pm

IX. ADJOURNMENT: Seeing no other business the board adjourned at 8:03 pm