

STEEPLECHASE

2019 FEBRUARY BOARD MEETING

DATE: 2/13/2019

TIME: 6:00 PM

LOCATION: Clubhouse

- I. CALL TO ORDER: The meeting was called to order at 6:04 pm by Steve Phelps.
- II. ATTENDANCE: Steve Phelps, Chris Groh, Sonya Havel, and Jim Harmeling. Not Present: Mark Tranbarger, Kevin Smith, and Jay Shelton. Representing Stonegate Property Management, Kevin Malburg.
- III. OWNER OPEN FORUM: No one present
 - a. Steve presented to the Board that residents are welcome to ask questions, present their points of view, or make remarks regarding the community during the owner open forum part of the meeting. However, once owner open forum is closed the meeting is structured in a way that the ownership is a part of the general assembly and are there to oversee the proceedings of the Board as audience members and not as active participants in the discussions that occur. If there are any concerns that members have, they are welcome to raise them with Board members at the end of business and the meeting closes.
 - b. Steve raised the point that there has been some concern with Kevin being asked to take over the meeting and move through the agenda. Steve pointed out he does not see this as an issue as he or another Board member are there to preside over the meeting to ensure that rules are followed and that the best interests of the community are being overseen. Steve made a motion that once the Board meeting is called into session by the appropriate Board member, they can ask Kevin to move through the agenda. Chris seconded the motion and it passed unanimously.
- IV. APPROVAL OF THE PREVIOUS BOARD MEETING MINUTES: Chris mentioned that his last name needed to be correct from a mis-spelling. Kevin said he would make the changes before the minutes are posted. Chris motioned for the minutes to be approved with the one change. Sonya seconded the motion. The motion carried with a unanimous vote.
- V. MANAGEMENT REPORT
 - a. Last Month's Financials – Last months financials went out on February 8th. Kevin asked if there were any questions and the Board indicated that there were none.
 - i. ii. Current Account Balances
 1. Operating Account -\$52,078.55
 2. Prepaid – \$36,327.25
 - a. Operating minus Prepaid = \$15,751.30 for the remainder of the quarter.
 3. Reserve Account-\$48,744.15
 4. 4 CDs at Victory Bank
 - a. Victory 6 Month \$25,204.44 – 2/27/2019
 - b. Victory 9 Month \$25,410.53 – 5/27/2019
 - c. Victory 8 Month \$25,204.28 – 7/27/2019
 - d. Victory 12 Month \$25,410.53 -8/27/2019
 - ii. Review of Delinquent Accounts –
 1. Current: \$3,675

2. Outstanding: \$5,305
 3. 100 out of 306 paying year in advance - \$2,352 going into Bad Debt
- b. Site Tours
- i. Violations sent out from drive throughs: There were a total of 14 violations that went out this past month for Christmas decorations that were still up, curbs that were painted with numbers, a few commercial vehicles and yard maintenance.
 - ii. Electrical Outlets – The electrical outlets in the clubhouse have been changed to white. The only portion that still has cream is the fitness area. Those will be updated next year. Kevin noted that he didn't notice the change at first because the white blends in so well now whereas before the cream stuck out as a sore thumb.
 - iii. Received answer on lighting installation for subdivision – Kevin received an answer from the county that they will not be installing a new street light at Foxhunt and Grand National. The association would need to pay for a light if they wanted one. Jim Harmeling commented that he asked Duke to put a brighter light in the one light by the corner. Kevin had suggested a light go over the street to help with cars blowing through the stop signs, especially in the mornings when kids are getting ready to cross the street to get on the bus. The Board would be interested in pursuing something like this, but with the expansion of the roads, they would like to wait until they know what the plan is so they don't spend it on the lights for it come out right away.
 - iv. Kevin informed the Board that he adjusted all the prepaid accounts with bad debt and followed up with owners late on full payments, so they know that they need to pay the extra \$24 dollars this year. Kevin said there was only one person that was upset about it. His argument was that he sent the check, so it was postdated by the 10th and Kevin reminded him that it had to be received by the 10th. That is why the Association has a due date of the 1st of the month and a 10-day grace period.
 - v. There was some damage to the exercise bathroom wall. Kevin inspected it and it looked like the bathroom door was opened too hard or someone fell into the door and pushed through the drywall. Kevin noted that there was no wall door stop for the bathroom door. Kevin asked Charlie Brown to fix the drywall damage and put in a door stop so that the damage does not continue to reoccur. Kevin was also informed that there were some beer bottles found in the empty tanning room. The door locks from the inside, but not the outside so the impression is that there might be some teens using it as a drinking space. A deadbolt has not been put on the outside of the door.
 - vi. Kevin purchased paint to touch up walls of clubhouse and to be used for playroom
 - vii. Dog waste bags were purchased and placed in storage for Charlie to use when he runs out.
 - viii. Kevin worked with Kevin and Karen on assessing charges for a party that was excessive in the clubhouse.

VI. OLD BUSINESS:

- a. Potter House Group – The developer had some follow up questions from the previous meeting. The Board chose to discuss these concerns in the executive session with lawyer Jeff Casazza present.

- b. Playground Equipment – Kevin presented 3 quotes to the Board regarding the playground equipment. Kevin has been asked about rubber flooring for the playground. Kevin got one quote and it doubled the price of the playground and only covered 32' x 32'. Kevin presented the quote to the Board through e-mail and indicated that he would assume they would not want to pursue this option due to the expense, but if they were interested, he would get more quotes. Since there was no indication, Kevin did not get additional quotes for rubber flooring. Kevin had heard back from Charlie Brown and he provided a quote that was well below the three other quotes for removing the sand and making a path in the tree line to move the sand further in as needed. Kevin also got a quote from Recreations Outlet for concrete for the picnic tables, so they did not move. Recreations Outlet is more expensive by a couple thousand dollars, but once you figure in all the small things expenses from AAA Play, you would not be saving that much, and it would require a lot more work. Kevin recommended Recreations Outlet as they've been easy to work with in the quote process, have provided good products to other HOAs, and if something comes up, they will work with the HOA versus nickel and diming the group. Chris motioned that the Board use Charlie Brown for the removal of the sand and to use the Recreations Outlet quote for the playground equipment, including the concrete for the picnic tables to be paid out of the reserve. Sonya seconded the motion. This was unanimously approved.
- c. Clubhouse Playroom – Kevin presented the Board with three quotes for the playroom construction. Icon still came in at half the price of the others. Kevin wasn't sure if it was because it was a smaller project, so the other bidders were not as interested or if it's because Icon has everything inhouse, so they can keep the costs down. Jim motioned to approve the bid by Icon and Chris seconded the motion. The motion was unanimously approved.
- d. Reserve Study – Kevin presented three quotes for a reserve study to be completed on the condition of all the capital items in the community. This will allow a plan to be established on the amount of reserve funds that should be saved, when capital should be repaired/replaced, and to help determine assessments for the community. Kevin said that no one had used Barraco before, but Reserve Advisors and Miller and Dodson have been used by a few associations in the area. The Board discussed the bids and Chris motioned to go with Reserve Advisors. Sonya seconded the motion and it carried unanimously.
- e. Landscaping around gym door – Kevin provided three bids for landscaping around the gym doors after the Junipers were removed. Sonya asked why they had been removed and Kevin stated that there had been some people concerned that someone could hide in the bushes and jump out at them. The Board looked at that and could also see the pricing for the landscaping at Foxhunt and Grand National and decided to table this for the time as they felt Foxhunt and Grand National was the priority.
- f. Landscaping at Foxhunt and Grand National – Kevin had three quotes he presented over the landscaping. The owners were fine with the first two presented. The Board asked what they had spent across the street and Kevin said it was about \$500 cheaper than it was currently priced at, but the owners wanted the electrical covered up as much as possible. The Board discussed the options and decided to go with the bid that had Blue Maid Holly's. Jim motioned to go with the proposal 1 and it was seconded by Steve, The Board approved it unanimously.

- g. Flag Pole – Kevin had been asked if approval had been provided previously for putting up a flag pole. Kevin did find in the minutes where it had passed and had acquired some bids for fiberglass external, internal, and aluminum external with installation costs. The Board had questions on which is more durable, their life spans, and that they would also need a quote for electrical for a light be shined on the flagpole. Sonya asked about who would be responsible for the flag. Chris said that he thinks they should reach out to the community to find someone that would be willing to help with the flag.
- h. Sign for meetings – Kevin presented a quote from fast signs for a sign that could be used for making community members aware of when a Board meeting is occurring or other events in the community. The Board was concerned about how well it would hold up and how it would stay in one place. Kevin said he wanted to know if it was something like they wanted. Kevin said he thought the ability to change out the message would be useful and would look into more durable and stationary options.
- i. Tanning Bed/Room – Kevin said that he didn't think this made it on the agenda last month, but so far, he had heard from about 4 or 5 members from the community inquiring or upset that the tanning bed was gone. Kevin has been telling community members that the Board was still deciding on what to do with the space. The Board discussed the issue and decided that at this time they are not going to use money to get a new tanning bed. The use seems limited, there are concerns about liability and the money can be better used for improvements for the overall community.
- j. Christmas Lights – Kevin is still waiting on a third quote for Christmas lights. Once he gets that he'll provide it to the Board. Jim reported that the easement group had not met yet to discuss what to do about the Christmas lights at the front entrance. Kevin said he would follow up with Jim Bornhorst regarding the entrance.
- k. John Henry – Lot 221 Dead Ash Tree – Kevin is continuing to follow up on this issue.
- l. Non-working Street Signs – This was tabled till executive
- m. February CD – The Board had previously voted and confirmed again with a vote that ½ the money from the February CD that is maturing will go into the reserve and the other ½ will be put back into a CD.
- n. Seating around pond – Tabled until April

VII. NEW BUSINESS:

- a. Website Renewal – Kevin Smith reported that the website is expiring in April 2019 and needed the Board to decide if they wanted to renew or go with another option. Sonya motioned to renew the website and Chris seconded the motion. The motion carried unanimously. The Board was curious if they could do a longer time period between renewals and if it would create any savings.
- b. Baby gate/playpen for the gym – A resident had requested that a pack and play/baby gate be provided for the gym so they could work out and not have to worry about the child coming out into the gym area. The Board discussed and decided that a gate would not be a good option as it could create a liability issue by who uses it or if it gets damaged. They felt similar with the pack and play. However, they had no issue if a resident brought their own gate to use or pack and play for their child so they could work out at their convenience.
- c. Change out one swing at the playset for a baby swing – The resident also inquired about getting a baby swing installed at the play set. The Board discussed this and were not in

favor of changing out the swing as it created limited options for the swing that would be changed out.

- d. Commercial vehicles in the subdivision – Kevin received a couple of calls from owners that were concerned regarding the number of commercial vehicles in the community. In the last visit Kevin tagged a few as they had not been there before, but with him not being there late in the evening or mornings he asked the board if this was an issue that they were seeing. They stated that they were not seeing anything of major concern, but to continue to monitor and mark any commercial trucks that he sees on the streets.
- e. One person raised a concern regarding trash cans being left out/not hidden – Kevin asked the Board if they wanted him to take a different approach and start enforcing trash cans and everyone having them hidden/put in garages. The Board said to send out a reminder in the newsletter, but if owners were putting the cans up by their homes and not letting things fester in their cans, that there wasn't a need to enforce the policy in a stricter fashion.
- f. Other new business – Chris reported that Sal Sontoro is in session and won't be done until the end of May. Chris would like him to come in and have a meeting to talk about the expansion and construction occurring in this area. Jeff Casazza recommended that he reach out to the transportation department or the county as well for information on that and that any questions they have to send them in to Sontoro in advance. Chris said he'd look at trying for a Saturday meeting where they can get some donuts and coffee. Jeff also recommended in the Spring newsletter asking residents to submit questions as well.

VIII. SCHEDULING OF NEXT BOARD MEETING: The next meeting is scheduled for March 13, 2019 at 6:00 pm

IX. ADJOURNMENT: Seeing no more business, the Board adjourned at 7:04 pm