

HOA Meeting February 25, 2021  
Summary Notes of the Virtual Zoom Meeting  
16 Members were in Attendance

1. Board President, Dick Steinbrugge, opened the meeting and introduced other Board members
2. Secretary, Julie Williams, explained Zoom meeting protocols provided guidance regarding hand-raising and use of Chat tools
3. Dick outlined the purpose and objectives for meeting:
  - a. The Board is working on the HOA budget for our fiscal year beginning April 1<sup>st</sup>
  - b. Significant impact is anticipated to member costs; current dues are \$175/year
  - c. The Board will go over issues driving up costs
  - d. Before Board sets the amount for upcoming fiscal year, it wanted membership input
  - e. Meeting agenda:
    - i. Present budget issues & take clarifying questions
    - ii. Present an alternative for addressing budget requirements & get feedback
4. Dick reviewed materials posted at **[bmehoa.org](http://bmehoa.org)**. Julie screen-shared documents and photos.
  - a. Reviewed maps of HOA's Common Areas; four significant maintenance issues are shown:
    - i. #1 – Sidewalk panels misaligned, tripping hazard [photos]
      1. Standard is less than ½" vertical edge difference; safety and HOA liability
      2. Contractor proposes to replace triangle; lift one slab; grind one edge
    - ii. #2 – Arborvitae in Tract B, facing Bull Mountain Rd [photos]
      1. Dead group
      2. Many overgrown & should be topped
    - iii. #3 – Brick Entrance Sign [photos]
      1. Brick joints separating due to root uplifting
      2. Tree behind brick wall responsible
      3. Remove tree and roots under wall to address "root" cause
      4. Let wall sit for a bit ... it may settle back down a little, then re-grout brick
    - iv. #4 – Dead poplar tree [photo]
      1. Large tree
      2. Branches keep falling creating a safety risk for pedestrians & potential damage to parked cars
  - b. Reviewed budget planning worksheet [see spreadsheet]  
(Note: total annual costs shown plus the calculation of cost/member)
    - i. Divided into two sections:
      1. Recurring costs
        - a. Landscaper's rate increase; increases dues to **\$205/member**
        - b. Been serving HOA for several years, no increases previously
      2. One-time costs for the four maintenance issues
        - a. Most costs based on best price from multiple contractors
        - b. Board will partly offset total cost by applying full amount of current fiscal year's projected Ending Fund Balance (EFB) of \$934
        - c. Net cost impact **additional \$113/member** (rounded to \$115)
    - ii. **Total of \$318/member** (rounded to \$320)

5. There were several clarifying questions which were addressed.
6. Dick then presented an alternative seeking informal member feedback: spreading one-time costs and maintenance work over 2 year period [see second spreadsheet]
  - a. Safety items in first year + tree & roots removal behind brick entrance sign
  - b. Appearance items in second year; no assumption about EFB help for that year
  - c. Reduces totals to \$273/each and \$249/each respectively (probably would round off)
  - d. However, can't be 100% certain contractors would hold prices for year two
7. Q&A session ... there were two key points raised:
  - a. One attendee commented that in the past Clean Water Services had removed some smaller trees along Grandview in the Tract A area and wondered if CWS could be approached about removing the large poplar tree. The Board responded that we had made that effort and been informed by CWS management that they would not do that work. CWS said it had removed smaller trees as a courtesy and because their own crews could do that work. CWS noted that the poplar is located in the HOA area of responsibility and removal would require a specialty outside contractor, an expense they couldn't support.
  - b. During discussion about the poplar removal, the Board reported that it had obtained four quotes for removing the poplar and the budget estimate was based upon the least-cost contractor. One attendee asked the Board to get one more quote from *Mike's Tree Service*. After the meeting, a Board member called *Mike's* and requested a bid, but received nothing as of a week later. Nevertheless, the Board will continue to pursue this addition quote.
8. Julie polled members on their preference between the one year vs. two year assessment options. Among the 16 members in attendance there was strong support for the one-year option. Fifteen voted for the one-year option, one voted for the two-year option.
9. The Board voted 4-0 to adopt the FY 2021-22 budget that would fund the additional recurring cost and all four of the maintenance items in one year.
10. Photos and spreadsheets are posted at [bmehoa.org](http://bmehoa.org) under MEETINGS; Feb 25, 2021 Budget Mtg.