

CREEKSIDE HOA BOARD MEETING MINUTES

May 17, 2021 via Zoom

Members Attending: Clair Weaver, Karen Kohr, Kevin Kohr, Emily Hackleman, Dan Fields, Matt Lebo and Lorie Ann Bartal.

Members Absent: Rachael Bowman and Chris Gaughan

Other Attendees: Representing Horst Management – Nancy Miller

Call to Order – Lorie-Ann Bartal called the meeting to order at 6:32 PM

- Approval of minutes from 3/15/21 meeting
- Approval of minutes from 4/19/21 meeting
- Approval of minutes from 5/1/21 annual meeting
- Karen Motioned to approve all minutes. Clair seconded the motion. All minutes approved. Rachael will post them on the website.

Financial report

- April Financials – Lori-Ann asked for clarification for a variance relating to the ash borer treatment that Houser's Tree Service performs. This is an annual service. This was the second year of a three-year contract. The treatments are designed to avoid having the ash trees die and need to be removed and replaced. There was a \$12 variance in the electric bill year to date.
- Late Fees – 9 people still owe the assessment due April first. Emily will deactivate fobs for homeowners that are not current with their dues.
- A Late fee Board Resolution is needed to correct a discrepancy in the governing documents relating to the late fee procedure.
 - Problem – There is a conflict in late fee procedures between the Declaration and the Rules and Regulations. The HOA has been operating with the procedure found in the Rules and Regulations, however, legally the Declaration is the prevailing document when there is a conflict. A homeowner has challenged being charged a late fee in under 30 days.
 - Declaration – “If the assessment is not paid "within thirty (30) days after he delinquency date, the assessment shall bear interest from the date of delinquency at the rate of eighteen (18) percent per annum”
 - Rules and Regulations – “Assessments are due on the first of the months of January, April, July, and October. Accounts will be considered late by the 7th of each of the aforementioned months. The failure to pay assessments on a timely basis will result in a late fee established by the Board, and the inclusion on a delinquency list kept on file.”
 - Solution – Board votes and signs an official “Resolution” Document, distributes it to all current and future homeowners stating the late fee procedure in the Rules and Regulations, or reverts back to the procedure stated in the Declaration. Motion to approve – Lorie-Ann. Karen seconded. All were in favor. Nancy will prepare the Late Fee Resolution to review with the Board for the June meeting.
- Delinquent Homeowner - A default judgment in the amount of \$602.19 was awarded to the Association on 2/25/2021. The homeowner was sent a demand letter on 4/7/21. They have not paid or responded within the 30-day period they were given. Board vote on filing an Order of Execution of the judgment, which would result in a levy of the homeowner's personal household goods, but not the real estate. Dan Motioned to move forward. Lorie-Ann seconded the motion. All were in favor.
- Recurring contractor/vendor Payments – discussed EFT options. Nancy will look into a way to pay vendors electronically, if a vendor has a system.
- Motion to approve the Financial report – Clair Motioned. Matt seconded. All were in favor. Motioned carried.

Maintenance Committee

- Pool
 - The pool is on track to open early. Even though it will be cold, it is beneficial for people to be using the pool.
 - Guest fee discussion – Lorie-Ann and Emily explained that the administration and consistent enforcement required to collect guest fee outweighs the benefit. Emily recommended starting with waiving the guest fee for 2021 to see how it goes. Lorie-Ann motioned to waive the guest fee for June 2021 by placing a sign on the guest fee box to see how it goes and table the discussion until the June meeting. Karen Seconded. All were in favor. A vote will be taken again at the June meeting.
 - Registration – 70 families have successfully registered their fobs.
 - Dan Fields and Lorie-Ann Bartal thanked Emily and Jeremy Hackleman for their efforts in getting the pool ready for the season.

- Village Center
 - A work day was held at the Village Center and pool this past Saturday. All the pool furniture stored in the Village Center was brought out, cleaned and placed on the pool deck.
 - The picnic tables have been discarded due to age and disrepair.
 - The drains under the pool decking need to be professionally cleaned.
 - The vending machines can be filled any time.
 - Water Heater Update – Lanco is coming tomorrow to inspect the water heater and look at the inoperable outdoor water fountain.
 - Dan spoke with Breneman about the damage on the courts. They are waiting for appropriate weather.
 - Dan is looking into a bike rack to but by the basketball court to avoid damage to the court from kick stands. Dan suggested signage indicating that bikes cannot be driven on the courts.
 - Dan is looking into performing maintenance on the playground equipment.
 - The Village Center has been professionally cleaned and pest treatment has been scheduled.
 - More pool furniture and umbrellas are needed. A good stand and umbrella costs about \$300. Shipping of these items is expensive. Karen recommends purchasing umbrellas at Costco. Clair recommended Ace Hardware. Dan will follow up with everyone.
 - Bathroom stall replacement – Dan received a quote for \$4,000 to replace the stalls. He will continue to investigate options. Painting is a temporary option. Table until winter. Plastic stalls would be the best option.
 - Kevin volunteered to put together a list (spreadsheet) of items that need to be addressed, their costs and priorities.

Architectural Control Committee report

Address	Name	Request	Date rec.	Date Appr.
906 Meadowood	MacDonald	Patio, pergola, firepit	4/12/21	5/12/21
930 Meadowood	Finch	Landscaping and plant trees	3/30/21	4/22/21
800 Hearthside	Bowman	Landscaping (arborvitae)	4/13/21	4/22/21
800 Hearthside	Bowman	Relocate Patio	4/13/21	4/22/21
902 Meadowood	Hackleman	Landscaping	5/7/21	5/12/21
709 Brookside	Leahey	Change concrete driveway to Asphalt	5/17/21	

Lawn and Landscape Committee report

- There are select trees that need attention. Clair is getting pricing for those individual issues.

- Landscaping is running smoothly – Weed control is an issue and Karen has been communicating with the contractor.

Publicity Committee report

- Nothing new to report.

Social Committee report

- Yard Sale is this Saturday. Rachael will call Jubilee and confirm the truck.

Welcome Committee report

- No new settlement info received since the 4/19/21 meeting

Neighborhood Watch Committee report

- Nothing new to report.

Nominating Committee report

- Annual Meeting wrap up – Nancy thanked the Board for their preparedness. Only positive feedback was received.
- Clair motioned to keep the Officers the same for 2021 – Matt seconded the motion. All were in favor.

Horst Property Management report

- Homeowner request for trailer to be in their driveway exceeding the 48-hour rule. The Board unanimously approved.
- Trash Service – Complaints from Snowbirds – Waste in time would not take extra bags upon return. Nancy has a call in to our Rep to discuss providing tags for homeowners who do not utilize the service for months out of the year but have extra bags upon their return.
- Management Overage Charges - Nancy researched past overages that Horst charged the Association. Creekside was charged \$99 in overages through the end of February. There was a total of 76 calls/emails logged by Nancy in the month of March, which would have resulted in an extra charge for 36 emails/calls or \$180. Because the previous charges from the interim manager could not be satisfactorily verified, Creekside was not charged for overages for the month of March (would have been charged in April). Beginning May 1st, Nancy created a shared log that the treasurer can access at any time which will serve as verification of the overage charges and help track the purposes for the communication and what the total is at any point in the month. In September Horst is implementing a new software program that will track every email sent and every phone call made. Through this process, Nancy will be able to create reports to show the Board and it will eliminate the time it takes her to document work product.

Other Business

Next Meeting Date – June 21, 2021

Adjournment – Lorie-Ann adjourned the meeting at 7:45 PM