

Southwyck Community Association
Minutes, Board of Directors Meeting
May 5, 2022

A regular meeting of the Southwyck Community Association Board of Directors was held on May 5, 2022, via video conference. Board members present: Helen Bilyeu, John Fisher, and Rick Nelson. Residents: Raquel Ward, Homer Franklin, and Scott Feules. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30pm.

Homeowner input: Ms. Ware asked about processing fees for architectural applications. She was referred to her Section Association for that issue. Mr. Feules recapped discussions concerning attempts to turn financial responsibility for street lights in unincorporated areas of Section IV to the HOA. The Section IV Board feels that the responsibility should like with the MUD within their jurisdiction. Section IV is asking if the Master Association will write a letter to MUD 2 supporting their position. Board members committed to discuss the request in executive session.

Secretary's Report: The April meeting minutes were reviewed and approved by motion made, seconded and passed. Ms. Dooley was reminded that the March minutes have not yet been approved.

A motion was made to ratify the email vote approving the use of the Lake Park for a Cub Scout ceremony. The motion was seconded and passed.

Treasurer's Report: Preliminary March financials were presented. Additional discussion concerning proposed budget revisions will be held later in the meeting.

Business: *Lake Park Electrical* – Mr. Nelson reviewed a map of proposed electric outlet locations resulting from the park meeting. He noted that a number of the existing outlet covers were broken off so they are no longer weather proof. Ellis Electric will be asked for a proposal based on the map locations.

Southfield Village Perimeter Wall – Brick selections are being finalized.

All Sections Meeting – Board members recapped the meeting held with Sections I, IV, V, and the Master Association. Everyone felt like it was productive and worth repeating, possibly in September or October.

Entry Landscape Upgrade – Board members reviewed the order of installation plan from Bay Area Design. After discussion, Ms. Dooley was directed to contact them and see if

the Southglen entries could be done first. They would also like to do tree plantings as soon as possible.

Special Events – No activities are currently scheduled.

Executive session: The Board discussed collections and pending legal actions. The board approved one request for late fee waivers, filing suit on three collections issues, and proceeding to attorney action on all certified status collections accounts that have reached the deadline for response without resolution. The Section IV request for a letter of support concerning street light expenses was approved. Ms. Dooley will draft the letter for Board approval.

Budget Revisions - The Board returned to Regular Session and discussed additional budget amendments. The \$5200 expense for landscape design services will be reclassified to reserves based on the auditor's feedback that a large-scale reworking of the entries is appropriate as a reserve expenditure. The landscape repair budget will be reduced to \$15,000. A 10% increase in the Management contract retroactive to January 1 was approved. The budgeted amount for Section IV legal fees will be reduced to \$5000. Once those changes are made, the allocation to the Reserve Fund will be reduced to ensure a break-even budget. January – March financials will be re-done with the new budget. Board members asked to see the spread sheet tracking water bills.

There being no further business, the meeting was adjourned at 7:58 pm.

Kathy Dooley

Recording Secretary