

Monthly Agenda
April 19, 2018 6:30pm
Wind Tree Owners Association

I. Open Meeting

II. Determination of Quorum

Melinda Davison official Resignation - January 11, 2018

III. Approval of Minutes

IV. Financials

a. March 2018 Operating Account

- i. Total Income: \$ 11,096.81 (\$1050.00 special assessment)
- ii. Total Expense: \$ 6,764.62
- iii. Net Income: \$ 3, 351.77

b. March 2018 Reserve Account: \$32,577.58

c. March 2018 Operating Account: \$ 20,558.84

d. Collections (Exhibit): \$5, 982.81 as of 03/31/2018 *previous \$ 8,734.40*

Photo of collection summary

Type	Description	0-30	31-60	61-90	91+	Total
LC	Late Charge	0.00	113.86	38.25	215.31	367.42
Dues	Membership Dues	1,007.52	510.00	170.00	1,700.00	3,387.52
SA	Special Assessment	125.00	75.00	25.00	274.19	499.19
LG	legal fee reimbursement	0.00	132.00	0.00	1,596.68	1,728.68
		1,132.52	830.86	233.25	3,786.18	5,982.81

Liens:

a. Liens filed: 6022 NW 54 – Filed 3/23/18

b. Legal assistance requested:

c. With Legal:

- i. 5408 Peachtree: No. CS-2017-4622 Foreclosure Sheriff Sale May 31, 2018 Appraised for \$40,000.00.
- ii. 6018 NW 53rd Ter: Garnishment was successful and collected \$2,196.36. The remaining amount of \$1,768.70 was paid by a title company due to our active lien in place on his name not a specific property.

e. Released legal: 6018 NW 53RD TER

V. Old Business

a. Bids for Landscaping: (Exh 5.a)

- i. Midwest Landscaping – \$13,200.00 Yearly
- ii. Professional Landscaping – \$15,000.00 Yearly
- a. Backyard Private Maintenance

VI. New Business

(1) Building 18 Bids (6034, 6032, 6030, 6028) NW 54th Place (exh 6.1)

- (a) A step Above Roofing - \$24,270.00
- (b) Greenwood Construction - \$28,000.00

(2) Building 17 Bids (6026, 6024, 6022, 6020) NW 54th Place-(exh 6.2)

- (a) A step Above Roofing - \$24,270.00
- (b) Greenwood Construction - \$28,000.00

(3) "Yearly Pest Control" scheduled for May 12, 2018 at 9:00

- (a) Kurts Pest Control will spray the perimeter of all buildings for \$550.00

- (b) Kurts Pest Control will knock on all Owners doors for interior access and treatment at a cost of \$35.00/unit (at Owners expense)
- (4) Wind Tree Vandalism/Theft: Police Report Filed 2018-00746 Warr Acres (exh 6.4)
 - (a) Fence pickets
 - (b) Stolen landscape pavers from retaining wall
 - (i) Replacing 20 cost \$56.90 without tax (*Need approval to replace*)
 - (c) Turned in Trailer Park for Code Violation for Fire Danger and overall Health Conditions
- (5) New Board Member campaign
 - (a) Email sent to owners on 4/10/18
- (6) Clubhouse Exterior
 - (a) Siding, insulation and water barrier replaced, caulked and primed on South side
 - (b) Paint Color: Board approved existing tan base with white trim colors scheme (*via online vote*)
- (7) Restriping parking lot:
 - (a) To complete in house – Machine not available to rent – Cost of Machine is \$122.72- \$140.00 at Lowes plus hourly wage.
 - (b) This is a non-budgeted item for 2018. Management requests topic be tabled for consideration with 2019 budget preparation.

VII. Committee Updates

- i. Volunteer Committee:
- ii. Social Committee:
- iii. Landscaping Committee:
- iv. Neighborhood Watch Committee:

Audrey said that she has reviewed the paver theft and feel that we're doing all that can be done to prevent these issues.

VIII. VIOLATIONS: (All attached as Exhibits) DISCUSSION ON HOW TO PROCEED WITH VIOLATIONS TO BE DISCUSSED IN EXECUTIVE SESSION.

None in dispute

IX. Home Owner Time

- I. Next Meeting: July 12, 2018 6:30pm
- II. Adjournment

ENTER EXECUTIVE SESSION (if applicable)

Wind Tree Home Owners' Association Meeting – 01/11/2018

Date and time: 01/11/2018 6:34 p.m. to 7:22 p.m.

Present: Dantony Csaszar, April Bacorn, Emily Lammie and Janelle Neptune

Absent: Not documented at this meeting

Location: Wind Tree Clubhouse

Topics

- Reviewed Financials
 - The deficit was expected as it was the result in changing management & additional special assessment work being completed.
 - A unit was sold; this resulted in receiving a large amount of back dues.
 - Approved by Emily Lammie with seconds from Dantony Csaszar & April Bacorn
- Legal
 - We have one unit currently with lawyers.
 - We have one unit that has been resolved by a judge; we'll begin garnishing payments.
- Old Business
 - The drainage issue will remain on the Old Business list until we receive enough rain to know whether raising the fence resolved the issue.
 - The parking lot was successfully repaired. The company also patched additional pot holes. A check will be signed.
 - Adding a metal section to the North fence has been completed.
 - The Facebook page will remain with no change.
- New Business
 - Committee Updates
 - Clubhouse Repairs
 - Focus will be on the south, exterior wall
 - Management recommends focus stay on exterior repairs.
 - Clubhouse water main is shut off at the meter
 - A lock will be added to the garage next week.
 - Neighborhood watch
 - It was determined that there is no need for this committee because we have the Facebook page and there is currently no one serving as reporter for that committee.
 - Landscape
 - We will receive two bids and select the bid we want by e-mail vote.
 - 6024 NW 53rd Ter billed the association for an electrical repair that was completed by an electrician that was contracted by the home owner. Management was made aware of the original problem and resolved it early in 2017. However, when a different problem with the same exterior, light occurred later in 2017, the home owner did not make management aware. Management did research and if the problem had been resolved in house, it could have been resolved for \$50.00. April Bacorn made a

motion to reimburse the home owner for \$50.00 and enclose a letter explaining the amount. Emily Lammie seconded the motion and Dantony Cszaszar was in favor of this motion.

- We currently have no violations. Yay!
- It has been requested that management research the cost of repainting the lines of the parking spaces.
- Next meeting is scheduled for 04/12/2018 at 6:30 p.m.

Budget Comparison

Wind Tree HOA

Comparison Periods: 03/01/18 - 03/31/18 and 01/01/18 - 03/31/18 (cash basis)

	Actual 03/01/18 - 03/31/18	Budget 03/18 - 03/18	\$ Change	% Change	Actual YTD 01/01/18 - 03/31/18	Budget YTD 01/18 - 03/18	\$ Change	% Change
INCOME								
4000 INCOME								
302 Membership Dues Income	7,806.00	6,970.00	836.00	12.0 %	25,105.34	20,910.00	4,195.34	20.1 %
309 Late Fee Income	296.08	25.00	271.08	1,084.3 %	341.79	75.00	266.79	355.7 %
310 Legal Fee Reimbursement	1,913.98	0.00	1,913.98		1,977.63	0.00	1,977.63	
319 Closing Letters	0.00	0.00	0.00		140.00	40.00	100.00	250.0 %
321 Special Assessment	1,050.00	1,000.00	50.00	5.0 %	3,646.77	3,000.00	646.77	21.6 %
4001 Bankruptcy Payouts	30.75	0.00	30.75		92.25	0.00	92.25	
4000 Total INCOME	11,096.81	7,995.00	3,101.81	38.8 %	31,303.78	24,025.00	7,278.78	30.3 %
306 Payment Plan	0.00	0.00	0.00		100.00	0.00	100.00	
TOTAL INCOME	11,096.81	7,995.00	3,101.81	38.8 %	31,403.78	24,025.00	7,378.78	30.7 %
EXPENSE								
5003 Repairs & Maintenance								
3 HVAC	249.95	0.00	249.95		249.95	0.00	249.95	
6 Electrical	0.00	50.00	-50.00	-100.0 %	155.00	150.00	5.00	3.3 %
10 Materials & Supplies	1,203.87	200.00	1,003.87	501.9 %	1,428.03	600.00	828.03	138.0 %
11 Plumbing	0.00	0.00	0.00		129.50	200.00	-70.50	-35.2 %
12 Contract Labor	0.00	575.00	-575.00	-100.0 %	128.75	1,725.00	-1,596.25	-92.5 %
15 Roofing	0.00	200.00	-200.00	-100.0 %	249.00	600.00	-351.00	-58.5 %
16 Parking Lot	0.00	200.00	-200.00	-100.0 %	4,478.00	200.00	4,278.00	2,139.0 %
17 Fence Repair/Replacement	0.00	100.00	-100.00	-100.0 %	148.75	300.00	-151.25	-50.4 %
5003 Total Repairs & Maintenance	1,453.82	1,325.00	128.82	9.7 %	6,966.98	3,775.00	3,191.98	84.6 %
5004 Landscaping								
6011 Contract Landscape	1,100.00	1,190.00	-90.00	-7.6 %	3,300.00	3,570.00	-270.00	-7.6 %
6012 In-House Landscape	132.50	90.00	42.50	47.2 %	198.75	270.00	-71.25	-26.4 %
6014 Tree Removal/Trimming	0.00	267.00	-267.00	-100.0 %	0.00	801.00	-801.00	-100.0 %
5004 Total Landscaping	1,232.50	1,547.00	-314.50	-20.3 %	3,498.75	4,641.00	-1,142.25	-24.6 %
5005 Insurance	1,901.41	1,901.00	0.41	0.0 %	5,704.23	5,703.00	1.23	0.0 %
5006 Legal, Professional Fees	654.99	75.00	579.99	773.3 %	1,599.99	225.00	1,374.99	611.1 %
5020 Utilities								
5011 Electric	515.08	512.00	3.08	0.6 %	1,013.23	1,536.00	-522.77	-34.0 %
5015 Gas And Propane	0.00	91.00	-91.00	-100.0 %	0.00	273.00	-273.00	-100.0 %
5017 Water And Sewer Utility	157.92	0.00	157.92		365.29	0.00	365.29	
5020 Total Utilities	673.00	603.00	70.00	11.6 %	1,378.52	1,809.00	-430.48	-23.8 %
6003 Admin/Accounting								
5000 Postage	151.50	35.00	116.50	332.9 %	151.50	105.00	46.50	44.3 %

	Actual 03/01/18 - 03/31/18	Budget 03/18 - 03/18	\$ Change	% Change	Actual YTD 01/01/18 - 03/31/18	Budget YTD 01/18 - 03/18	\$ Change	% Change
6006 Accounting Software	75.00	75.00	0.00	0.0 %	225.00	225.00	0.00	0.0 %
6008 Printing & Publication	0.00	0.00	0.00		51.63	0.00	51.63	
6003 Total Admin/Accounting	226.50	110.00	116.50	105.9 %	428.13	330.00	98.13	29.7 %
6017 Bank Fees	0.00	3.00	-3.00	-100.0 %	0.00	9.00	-9.00	-100.0 %
6100 Management								
6002 Management Fees	622.40	675.00	-52.60	-7.8 %	2,273.76	2,025.00	248.76	12.3 %
6100 Total Management	622.40	675.00	-52.60	-7.8 %	2,273.76	2,025.00	248.76	12.3 %
TOTAL EXPENSE	6,764.62	6,239.00	525.62	8.4 %	21,850.36	18,517.00	3,333.36	18.0 %
OTHER INCOME								
8000 Unallocated Prepays	425.00	0.00	425.00		-289.83	0.00	-289.83	
TOTAL OTHER INCOME	425.00	0.00	425.00		-289.83	0.00	-289.83	
NOI	4,757.19	1,756.00	3,001.19	170.9 %	9,263.59	5,508.00	3,755.59	68.2 %
NON OPERATING EXPENSE								
5014 Capital Expenses	1,405.42	0.00	1,405.42		1,405.42	0.00	1,405.42	
501406 Siding & Paint	1,405.42	0.00	1,405.42		1,405.42	0.00	1,405.42	
6010 RESERVE TRANSFER								
6015 Reserve Out	0.00	950.00	-950.00	-100.0 %	0.00	2,850.00	-2,850.00	-100.0 %
6010 Total RESERVE TRANSFER	0.00	950.00	-950.00	-100.0 %	0.00	2,850.00	-2,850.00	-100.0 %
TOTAL NON OPERATING EXPENSE	1,405.42	950.00	455.42	47.9 %	1,405.42	2,850.00	-1,444.58	-50.7 %
NET INCOME	3,351.77	806.00	2,545.77	315.9 %	7,858.17	2,658.00	5,200.17	195.6 %
NET INCOME SUMMARY								
Income	-11,096.81	7,995.00	3,101.81	38.8 %	31,403.78	24,025.00	7,378.78	30.7 %
Expense	-6,764.62	-6,239.00	-525.62	8.4 %	-21,850.36	-18,517.00	-3,333.36	18.0 %
Other Income & Expense	425.00	0.00	425.00		-289.83	0.00	-289.83	
Non Operating Expense	-1,405.42	-950.00	-455.42	-47.9 %	-1,405.42	-2,850.00	1,444.58	50.7 %
NET INCOME	3,351.77	806.00	2,545.77	315.9 %	7,858.17	2,658.00	5,200.17	195.6 %

Balance Sheet

Wind Tree HOA
As of 03/31/18 (cash basis)

ASSETS

Bank Account	
1000 NBC Operating	-3,153.88
1002 BOK-Operating	20,558.84
1004 BOK- Reserve	32,577.58
Total Bank Account	49,982.54
Other Current Asset	
1100 Undeposited Funds	4,070.00
1101 Balance Rerversal for Payment Plan	4,101.39
Total Other Current Asset	8,171.39
TOTAL ASSETS	58,153.93

LIABILITIES & EQUITY

Liabilities

Other Current Liability	
2099 Other Liabilities	38,601.48
Total Other Current Liability	38,601.48
Total Liabilities	38,601.48

Equity

3000 Net Income	7,858.17
3001 Retained Earnings	11,694.28
Total Equity	19,552.45
TOTAL LIABILITIES & EQUITY	58,153.93