

St. Andrew's Place HOA Meeting Minutes

October 29, 2022

Reading of the Previous Meeting's Minutes (from September 29, 2022) – No changes; approved as read.

Treasurer's Report – Bobby reported that we have \$164,221.93

Unfinished Business:

Lake Benches Update – Matt explained to Carrie from HOA Management that the neighborhood would like to put benches around the lakes similar to what Goddard did along 183rd street. Matt suggested that we reach out to the city to see what the benches cost the city. Liz suggested contacting the person in charge of public works. Steve added that Amy had been tasked with getting quotes for benches around the lakes two months ago. Carrie responded that she did a quick search and found no record of the benches in their paperwork but would do some research and see what it might cost and get back with us. Liz asked if HOA management could get us quotes for lake benches. Matt said he would like to see what one bench would cost before we commit to more benches. A resident asked if the benches would be placed on a concrete pad. Bobby responded that the board planned on placing the benches on concrete slabs and concrete should be part of the quote.

Board Name Tags – A resident asked the board to say their names since no name tags were available. The board members are: Liz Blubaugh, Al Patchett, Steve Fry, Bobby Knoblauch, Matt Noble, Clint Melton. Carrie with HOA Management Services was also in attendance. Steve volunteered to print and bring name plates for each board member to the next meeting.

Retaining Pond Not Holding Water – Steve asked Carrie if she knew anything about quotes for fixing the pond. He explained that when the board was formed in February, Rodney had promised to get the board quotes to fix the back pond that is not retaining water. Further, Amy had been asked for the last seven months on the progress of the quotes. The board has been told each time that HOA management is working on the issue with no progress. Steve asked if the board should take over getting quotes or if HOA Management will get us quotes. Carrie responded the board should not do that yet. HOA Management has worked with neighborhoods having the same exact issue. Carrie said she would reach out to them and get back with the board. Matt added that the Seasons neighborhood had the same issue. Bobby said he was on the HOA Board at the Seasons and the quote they received was very high. Carrie said there is a new way to fix ponds not retaining water that is less expensive than the Season's didn't know about at the time. Carrie said she would like to get a quote for this new method that will be much cheaper for our neighborhood. A resident asked if the developer was responsible. Liz and Bobby explained that the developer no longer has any responsibility for the pond, and it is very

hard or impossible now to get the developer to fix the issue. Liz said that if she had known there was a problem, she probably would have asked the developer more about it at the time. Liz said she agrees it should now be addressed and the pond has been one of the main issues since she has been on the board. Liz explained that she drove past another neighborhood off of 119th with a pond that was completely dry so she understands what our dry pond must look like.

IdeaTek Fiber Main Line Installation – Matt said he had a note to update everyone on the progress of the burying of fiber by IdeaTek. He said that IdeaTek seems to be mostly done with the main work in our neighborhood. He said he now sees signs of people being connected to the service. A resident commented that they have the service installed at their house and it is up and running. Clint said he was having the service installed on Friday. Matt said the board will cross this item off the list and was guessing there wouldn't be any more projects going on in people's back yards. Clint said the neighborhood will now see individual houses being connected to the main lines. In some cases, this will affect other people's yards because the boxes are approximately one for every two to four houses. Liz said IdeaTek had been in her yard a lot. Matt agreed and said he had holes dug in his yard too. Liz added that the workers were very nice.

Website Update – Steve passed out a "Frequently Asked Questions" document he said he would like the board to look over and make comments on. He said he would like to put the information on the website to help answer some basic questions about the HOA that get asked frequently. Liz asked if the board was opposed to having a board member's phone number and/or contact listed on the website. Liz said she doesn't mind having her number listed. A resident cautioned that having a phone number listed may cause problems for board members. Matt said he would like to discuss the contact issue further in executive session. Matt moved to have the FAQ proofread and any changes needed be done by the next board meeting. Matt asked board members to email Steve any changes before the next meeting.

HOA Management – Matt asked Carrie to pass along to Britne, our new community manager, that he received a call from a resident asking HOA Management to not park in the middle of the street when taking compliance pictures of houses because it prevented a school bus from passing. Carrie said Britne doesn't do compliance checks, but she would pass it along to the compliance staff.

Bridge Over Pond Spillway – Clint reported that the Scout is continuing to work on the presentation for the bridge over the 183rd pond spillway. He said the process is fairly lengthy, but the Scout continues to make progress on the project. Clint has seen a preliminary presentation and it looks pretty good. The Scout is basing the project on similar bridges built in other neighborhoods. The Scout has found five or six examples to model his project after. Clint said the Scout is hoping to have the project ready for presentation at the next board meeting or the one in January. Clint asked the board what the budget might be for the project. Bobby said the Scout will need to find out from the city if he needs a license to build the project. Clint said that was part of the whole Scout project. Steve asked if the scout had an estimate for costs. Clint said he is looking at cost but would like to know a general budget. Bobby suggested that it may be \$2,000 or more. Liz asked if that amount was accurate. Clint answered that it would probably be.

New Business:

New Project Approval Forms (PAFs) – Matt said he received questions about some PAFs that have not been getting approved in a timely manner. The questions mainly center around how long the process is taking for PAF approvals. Matt said the board will be working with HOA Management more to make sure PAF forms are approved in a timely manner. He wants homeowners to be able to get forms approved so they can proceed with projects. Matt presented one example of a homeowner that had a painter showing up at their house the next day and called to make sure her paint colors and her project had been approved. Another homeowner received a letter in the mail from HOA Management saying they were working on a project that had not been approved. However, they in fact did have a project approval form approved, but the project was not on file at HOA Management. Matt would like anyone in the neighborhood that has a project in process right now, to please contact the board so we can communicate amongst ourselves and HOA Management and make sure everything is approved. A homeowner present asked what the process was for getting forms approved and if a verbal response from the board was all they needed. Matt explained the process starts with filling out the form and submitting it to HOA Management. Next, HOA management sends the form to the architectural control members on the board who then sign the project form. It then goes back to HOA Management for filing and the homeowner is notified of the approval. Matt cautioned that just a verbal approval is not enough to protect the homeowner from violation letters. Another homeowner asked what the timeline was for written approvals. Matt answered that it is as quick as two or three days for something simple to much longer for more complex projects. Matt said that if anyone has a project and they have not heard back in a week or 10 days, to contact HOA management. Carrie, HOA Staff Trainer/Supervisor, offered her business card and said to contact her directly if a project approval is taking too much time and she would make sure that her staff is on top of it. A homeowner responded that he spoke with Britne who had called him back from a voicemail he had left for Amy a while back. He had problems because the email he sent went to Amy and could not be retrieved by Britne. The homeowner said he resubmitted his PAF and he received a call a couple of days later saying Britne received the form. However, he has not received any approval yet. Carrie asked who was on the architectural control committee. Matt responded that Al Patchett, Bobby Knoblauch, and Clint Melton are on the committee. The resident provided their address, and the architectural committee found the signed form in their files and verified the project is approved. Matt told the resident that he will make sure the form is sent to them. Another resident asked about existing paint colors. The board responded that any changes, even repainting, need a PAF form approved. Liz responded that we all have to fill out forms. Clint asked what the scope was for PAF forms. Bobby said any changes to the outside of the house. Liz said the board is not that controlling, but it is needed to have the PAF on record to protect the homeowner. Carrie agreed it is best to fill out a form for any kind of change to protect the homeowner. Plus, the HOA can make sure the project meets codes, covenants, etc. Matt said he is not aware of a single paint color that has been denied. Every paint color submitted to date has been neutral and well within community standards.

Trees - Clint wanted to know about the trees planted along the city easement. Matt said the board would discuss in general terms and speak more specifically in executive session. The

board discussed trees, placement, and city rules. Much cross-discussion centered around trees, easements, sheds, and rentals.

Open forum:

Streetlight at South Entrance on Sunset Street – A resident wanted to know if a streetlight could be placed at the entrance to the edition on Sunset Street because it is so dark. Bobby said streetlights are part of the responsibility of the city. Matt suggested that maybe several residents could petition the city to have one added on the St. Andrew's side of the street to make the intersection a little brighter. Liz and Steve agreed the entrance is dark. Clint suggested a non-permanent solar light could be added by the neighborhood as a possible solution.

Spare Lot A resident asked about the spare lot and if the board knew if anything more about getting the property in the HOA's name. The board asked Carrie if she knew how they could get the common areas taken out of Paul Kelsey's name and put into the HOA's name. Carrie said she would talk with Rodney and have him talk with Paul Kelsey and get back with the board. Matt asked to have this item put into unfinished business to talk about at the next meeting.

Sidewalk Fix Update – A resident asked about the progress on fixing of the sidewalks. Bobby said he didn't know what happened to the quotes sent to Amy. He said he was going to get new quotes for the HOA. Carrie asked about what sidewalks were being replaced. The board explained that the board decided to replace broken sections of the sidewalks that have been in disrepair for many years and not the fault of the homeowners. Carrie reminded the board that sidewalks were the responsibility of each homeowner. Bobby said understood, but that many sections of sidewalk were broken during the building of the houses. Liz said there are many sections that are bad and need replacing as a one-time fix. Liz stressed that the board agreed to fix the sidewalks one time only and that any further sidewalk issues that arise in the future will be the responsibility of the homeowners. Matt added that the board felt sidewalk replacement needed to be done because we all use the sidewalks and most damage was done years ago. Steve said we received sidewalk bids months ago and Amy was working on it for the board. Bobby told Carrie that he had the bids sent to Amy's work email. Carrie asked Bobby to send any bids he may have to her. Bobby said he would get back with Carrie.

Next Meeting – December 1, 2022

Meeting adjourned around 7:57 for executive session.