

**HUNTERBROOK HOMEOWNER
ASSOCIATION**

**ANNUAL
&
SPECIAL
MEETING
MINUTES**

November 16

2009

Special Meeting and Annual Meeting of the Hunterbrook Board and Homeowners.

**A QUORUM
BEING
PRESENT at
the MEETING**

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Meeting was called to order at 7:05 PM after establishing that a quorum was present. In addition to the board members, Jerry Hickenbottom, President, Bob Symington, Treasurer and Joanie Price, VP and Secretary. The following homeowners were in attendance: Timothy Boardman, Alan Sellers, Mark Friedrich, Rachel Fugatt, Paul Pergande, Constantine Sabodash, Matthew Talbott, Bob Ramirez, Craig Phelps, Van Kirkland, Linda Hattenberger. Not in attendance, but voting proxy forms available: Carlos Gonzalez, Delores Rynerson, Darrell Sargent

Agenda for meeting

- Treasurer's report
- Entrance upgrade
- Neenah Fence Update & remaining perimeter status
- 2010 Budget
- Other items

Treasury Report was presented by Bob Symington. The current financials for the HOA as of October 2009 and YTD Forecast was distributed. A recap as of end of October 2009 showed balances for Operating budget of \$4,781.71 and the Reserve account of \$52,611.79. Bob gave the definitions and a brief explanation for each line item on the report. Bob also presented the forecast of expenses for the rest of 2009.

Entrance Upgrade A discussion item was the expense of \$1650.00 for landscaping in November. This was a decision made by the board to remove the old plants, replace with new plants and to fix sprinkler system to enhance the entrance into the Hunterbrook HOA neighborhood. Although there was some discussion on why now, amount of money spent, and lack of home owner communication prior to doing the project, the majority felt it was a definite improvement.

Note: Since the "HOA Manager" position was not filled and the board members will not be taking any of the \$200 a month "Admin" budget dollars for 9 months in 2009, this provided the funds to do the landscape upgrade without impacting the operating budget.

Neenah Fence Update

We have selected the contractor and the long awaited fence replacement along Neenah should begin the first full week of December.

Note: The Contractor will be onsite for an organizational meeting and introduce the Project Manager on **Saturday December 5th at 10:00AM**. Recommend ALL Neenah facing homeowners be in attendance to understand the installation schedule and the homeowner impacts when their portion of fence is being removed / installed.

Remaining perimeter status

This is about the fence that runs from Pepper Rock Park to Neenah between Hunterbrook HOA and The Meadows HOA. It appears that this easement between the two associations has not been checked for several years. The weeds, trees and vines had overgrown the easement space and required several hours of chopping and cutting to be able to get through to check the stability of the fence posts and condition of the fence.

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The most disturbing issue discovered was not only had 4 of the yards taken down their fences but 2 of the yards had built fence extensions attached to our HOA fence blocking the easement space, making it impossible to get access to check the HOA fence.

Attempting to enter the easement space from Neenah, I discovered that this Meadows homeowner had let 4 different sections or multiple fence planks fall against our fence. After pushing the falling fence sections away from our HOA fence and proceeding to the next yard, I discovered that this next easement space was being used as a storage area for ladders, pipe and a wheel barrow.

After contacting all of these Meadow's homeowners that were impacting our access to maintain the HOA fence, I contacted a fence contractor previously used to walk the fence line with me and provide an estimate on cost to stabilize weak posts and address lattice that have problems. We discovered 17 posts that need to be re-enforced, one (1) that will need to be totally replaced, and 4 or 5 lattice sections that may need to be fixed or replaced. In order to manage costs, I requested he use "good" material from the Neenah fence being removed, so we would only pay for the labor to do this project.

There is still one more problem that needs to be addressed. Discovered that some of the homeowners in the Neenah Oaks HOA have built their fence too close to our HOA fence and there is not enough easement space to get between our fence and theirs. This is the fence from Neenah to Pepper Rock Park. Neenah Oaks homeowners causing this problem still need to be contacted to get them to move their fences.

2010 Budget

The proposed 2010 Annual Budget was distributed. The annual Operating budget of \$8400 was not changed but an additional \$5250 was added to the annual budget to begin funding the reserve account for future HOA fence replacement.

Each line item for 2010 expenses of \$8400 was reviewed and discussed. The current Reserve Account balance and its use was explained. The justification and requirement of building up the HOA reserve account for future fence replacement was explained.

A motion was made and seconded to approve the 2010 Budget of \$13650 or \$390 for each homeowner. Because of the amount of increase, the motion was amended to split the annual dues into two payments of \$240 due January 1st and the remaining \$150 due by April 1st. **NOTE:** The motion was passed by over 2/3 of voting members in attendance as required by HOA CCRs to be able to increase annual dues by greater than 15% in a single year.

Other Items:

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Board requested a motion to approve the replacement of the fence facing Pepper Rock Park. At the meeting on June 19th we did not expect to be able to have enough money to do both Neenah and Pepper Rock Park. But with the additional fence footage of doing Pepper Rock Park, we got a better overall cost per foot and are now able to do both for the same estimated expense of only doing Neenah. Motion to replace Pepper Rock Park section was made, seconded and passed by majority vote.

The current payment schedule for special fence assessment and the monthly interest fee for late payment was discussed. It was decided to reduce the current monthly interest fee from 1 ½% a month to 1% a month. In addition, a motion to allow a grace period of collecting the monthly interest fee on the special fence assessment until the 1st of December was seconded and passed by majority vote.

NOTE: This motion is only for the special fence assessment for 2009 and does not refer to 2009 annual dues or 2010 payments. In the future a delinquent account will be billed and charged 1% interest on payments past due more than 30 days.

The meeting was adjourned at 9:00 PM.

NOTE: The Annual HOA Meeting that will include the election of officers will be held on January 18th at 7:00 PM.