

Avera Place HOA Meeting Minutes
November 17th, 2015, 1:30pm PT/4:30pm ET

Board members present either in person or by conference call: Kim Silverman, Kathie Walker, Wayne Coplea, Jule White, and Jeb Black and Michele Maben from Wilson Property Management.

Quorum Established.

Old Business:

Gym Equipment: Pictures presented of the 2 new treadmills, 1 new elliptical machine and 1 recumbent bicycle, full dumbbell racks and weight benches that have been reupholstered.

The Property Manager has received good feedback from residents/owners and reports gym use is up.

Bids for Railing Painting at the Multi-story Buildings: The handrails and stair treads at the 2 and 3 story buildings are peeling, exposing the reddish-brown primer under the black paint. The following companies provided quotes were obtained to have them scraped/sanded, spot treated for rust and repainted.

O'Mara Services, Inc.:	\$15,400.00
Harell Painting:	\$13,770.00
D.A.W.C. LLC:	\$8,000.00
Blue Hill Painting:	\$28,400.00
<u>Professional Painting & Sheetrock:</u>	<u>\$12,800.00</u>

WPM has no experience with Blue Hill Painting or D.A.W.C., LLC and Blue Hill Painting.

Kim Silverman made a motion to approve the bid for Professional Painting & Sheetrock at \$12,800.00. Kathie Walker seconded the motion.

Due to the temperature needing to be at or around 50 degrees consistently during painting and drying, it was decided that the job would need to be completed in the Spring, but we will lock in the price with Professional Painting & Sheetrock now.

New Business:

Avera Place Website: It was suggested that HOA items (such as Meeting Minutes, Bylaws, Covenants, Rules and Regulations, etc.) be posted to the www.averaplace.com website in an attempt to streamline all the HOA information. The catalyst for this suggestion was to avoid following several links to get to the Avera Place HOA website from the WPM site. After discussing the pros and cons of maintaining two sites and recreating another area where this information can already be found it was determined that WPM staff would send an email to the HOA administrator asking that only 6 HOA meetings worth of notes be kept on the site at one time along with the bylaws, Covenants, and Rules and Regulations. It was also discussed that the title of each HOA meeting should be labeled as follows: 2015 10 HOA Minutes so they are in

order and easier to find. This new order will be implemented by the next HOA meeting in January of 2016.

2016 Proposed Budget: Jeb Black reviewed the budget with the HOA. Highlights of the proposed 2016 budget include:

- No increase in dues
- Areas with increased proposed spending are building repairs, general maintenance (which includes expenses such as new grill for the pool, car wash related repairs, repairs to the fountain, etc.)
- \$38,000 towards grounds. The grounds expense has always fallen in line but it has been raised a bit this year to make room for the issues we have been having recently.
- Specific attention was given to the line item for the retention ponds. This is a new item in the budget and is only an estimate of the cost of upkeep and implementation. The number was created as a space saver as it would be irresponsible to not allocate money to that category but the number could be higher at which point it will be adjusted for future budgets. Jeb Black continues to work with the city to meet their requirements, while minimizing the expense to Avera Place. Please note that we have no discretion on how much this expense ends up being and we will need to adjust the budget accordingly when we have final numbers in 2016.
- The clubhouse phone line item was discussed. This item appears abnormally large for just the Clubhouse telephone line. It was further explained that the phone bill also includes the multi-story building phone lines. Fire Code regulations require each multi-story building alarm to have two dedicated phone lines which is where the expense comes from. There are no alternates and the expense/service is required.
- The bad debt line item was explained for HOA members who do not remit their dues. Each year, there is some debt not collected but this number is always very close to what is projected. In the past it has been upwards of \$40,000 so a 2016 projection of \$9,600 is much better than we have seen in the past.

HOA President acknowledged Jeb Black and his budget preparation as it has always fallen in line with what the budget actually ends up being at the end of the year.

HOA President made a motion to approve the 2016 budget and the motion was seconded and approved unanimously.

Rules and Regulations: The Rules and Regulations of the HOA should inspire and encourage compliance. While the sub-committee that worked to update the Rules and Regulations made the rules more clear and concise, it was decided that starting with lists of fines would not inspire confidence in residents and that the Rules and Regulations would need more work. In addition, if the HOA is going to present rules, a way to enforce them must also be outlined. It was decided this issue would be tabled so more time to work on them could be allowed.

The next virtual meeting is scheduled for January 12, 2016 at 1pmPT/4pm ET.

Official HOA meeting closed.