

Meeting Minutes of September 19, 2023  
The Maples Annual Owners Meeting

- I. Welcome & Introductions
  - a. Quorum Established: Attendance Recorded and meeting started with a Quorum of 15 homeowners present.
  - b. Meeting Called to Order by John Painter @ 7:10pm
  - c. Board Members & Management Present:
    - President- John Painter
    - Vice President- Anise Keaton
    - Treasurer- Valerie Valencia
    - Secretary- Shell Neese
    - Member- Valerie Wright
    - Member- Jake Adams
    - Member- Akash Amalaraj
    - Welch Randall Management- Rachel Christensen
- II. Financial Report by Rachel Christensen
  - a. Balance Sheet
    - i. Checking- Cash in Bank \$ 24,027.45
    - ii. Savings/Reserve Account \$ 44,207.21
    - iii. Total Assets \$ 68,234.66
  - b. Income Statement
    - i. Total Income to date \$262,172.81
    - ii. Total Expense to date \$263,789.23
    - iii. Net Income \$ -1,616.42 (negative operating income)
      - Biggest expense is still sewer/water, then snow removal, swimming pool and landscaping.
  - c. Association Website at welchrandall.com
    - i. Demonstration given on how to view Governing Documents, Meeting Minutes, Budget, & Monthly Financials.
- III. 2022 Annual Meeting Minutes by Shell Neese
- IV. Property Report by Board Members
  - a. 2023 Projects Completed
    - i. Improvements completed:
      - Pool Replaster & New Tile \$29,169
      - Pool Cover \$3,178
      - Playground Rubber Mulch ~~\$2,940~~ correction: \$4,580
      - Streetlights Repair \$810
      - Retaining Walls Weed Clean Up \$4,500
      - Bottlebrush Pod Concrete Replacement \$18,000
  - b. 2024 Upcoming Projects Report by Rachel Christensen
    - i. Reserve Study Reviewed
    - ii. Upcoming Project Priorities are:
      - Asphalt Sealing
      - Clubhouse Interior Painting
      - Continue to build Reserve Fund

c. Updates & Reminders

- i. Homeowners are invited to Board Meetings held every 3<sup>rd</sup> Tuesday of every month, excluding December. Please contact Rachel, Property Manager, at [Rachel@welchrandall.com](mailto:Rachel@welchrandall.com) if you want to be sent a zoom link to join.
- ii. Sprinklers: Only water lawns on scheduled days & times. No daytime watering. Most efficient between 10pm-6am. Make sure your sprinklers are working properly and set your timers to the approved schedule, as follows:
  - Grevillea: Mon, Thur, Sat
  - Calendula: Tue, Fri, Sun
  - Bottlebrush: Mon, Thur, Sat
  - Yellowwood: Tue, Fri, Sun
  - Don't need to water all 3 days. Watering depends on the time of year. Current recommendations are to water once every 3-4 days for 12 minutes.
- iii. Trash Cans: can only be placed on the street up to 24 hours before pick up and must be put away off the street within 24 hours after. Trash must not be overflowing out of bin. Please collapse boxes so they fit in better.
- iv. Dog Feces: problem has been better this year. Continue to immediately pick up after your dog and keep dogs on a leash.
- v. Security & Vandalism: Interior & Exterior of Clubhouse are monitored by security system. Please help keep our community safe and clean. Report vandalism immediately to the police and HOA management.
- vi. Exterior Maintenance: Homeowners are responsible to maintain their own property trees, bushes, shrubs & flowerbeds as per CC&R's.
- vii. Architectural and exterior changes: No changes can be made without written approval from the Architectural Review Committee. Must submit all plans in writing to the Architectural Review Committee through the website Appfolio. Please include picture and or drawing with specifications showing dimensions, material, floor plans, color scheme, location, proposed topographical changes, and proposed construction schedule. Exterior example: Fencing, decking, painting, landscaping, lights, etc.
  - The board is working on an approved materials & water-wise plants list for Xeriscaping Requests.
- viii. Concrete Project: Bottlebrush Pod Cutting on Oct. 23, Demo on Oct. 24, Pour on Oct. 25. No cars allowed on pod. Can Park on the street during this time.

V. Board Member Election, by Rachel Christensen – No Voting Conducted

- a. One Board Member seat open, due to current member moving.
- b. Invitation to join board given to homeowners.
  - i. No volunteers to add to a ballot for voting and no inquiries.

VI. Owners Comments & Questions

- a. Noticed sprinklers on at wrong times and on for too long, causing water waste.
  - i. Advised to send a video in to [Rachel@welchrandall.com](mailto:Rachel@welchrandall.com)
- b. Why are trash dumpsters not provided anymore?
  - i. Not economical due to our current low funds
  - ii. Previous misuse & extra fees as a result
- c. Landscapers schedule is confusing.
  - i. Set day is Thursday but they will come on Friday if not finished on Thursday
- d. What is the guideline for my own responsibility for my yard?
  - i. Any tree on your property, and planters around your house you must maintain. Includes trimming & weeding. Landscapers only mow and edge grass lawns.

- e. Will tree service be provided again?
    - i. HOA will only maintain common areas. If the tree is on your own property, then the homeowner is responsible.
    - ii. Because we're in a deficit, we can't afford all homeowners trees unless we raise dues. The Board does not want to raise HOA Dues. We are currently getting bids for tree services and will determine what can be done based on budgeting.
  - f. Homeowners expressed they'd like to keep doing an annual garage sale.
  - g. Questions/Discussion regarding changing to individual homeowner water meter and billing.
  - h. You can send complaints, concerns and any questions to our property manager, Rachel. Her email is [rachel@welchrandall.com](mailto:rachel@welchrandall.com)
  - i. The Board expressed appreciation and thanks to homeowners for participating in the meeting and helping our community.
- VII. Meeting Adjournment @ 8:15pm
- a. A total of 18 homeowners were present by the end of the meeting.