

Sycamore Place HOA Special Owner Meeting Minutes

Date: July 26, 2023 Time: 6:30 pm - 8:15 pm Location: Held via Zoom and in person

Attendees:

- Britney Bartel (Board President)
- Shana Stark (Board Secretary)
- Brenda Wagstaff (HOA Community Manager, Welch Randall Real Estate)
- 9 Owners attending via Zoom
- 33 Owners attending in person

Meeting Agenda:

1. Call to Order and Quorum Verification
2. Introductions of Board and Manager
3. Review of Financials and Proposed Dues Increase
4. Review of Reserve Study Recommendations
5. Vote on Dues Increase
6. Discussion on Landscaping Estimate and Assessments
7. Vote on Replacing Dead Trees
8. Vote on Replacing Dead Sod
9. Vote on Installation of Tree Rings
10. Owner Question on Flower Bed Responsibility
11. Follow-up and Ballot Information

Meeting Minutes:

The special owner meeting of Sycamore Place HOA was called to order at approximately 6:45 pm once a quorum was met. A total of 42 owners were present, with 9 attending via Zoom and 33 in person. Board President Britney Bartel and Board Secretary Shana Stark were in attendance, along with Brenda Wagstaff from Welch Randall Real Estate, serving as the HOA Community Manager.

Introductions were made by the board and manager, welcoming all attendees to the meeting.

Brenda Wagstaff reviewed the financials and discussed the need for dues increase to cover the HOA's expenses. She briefly outlined the recommendations from the reserve study, indicating that to be 100% funded, each owner would need to contribute \$115.37 to the reserve account. The board proposed a minimum \$25 increase in dues to cover immediate expenses, which was voted on and approved by the owners present. Additionally, an extra \$15 increase in dues was proposed and approved, with the

understanding that another increase might occur in January 2024. Therefore, the total dues increase of \$40 will be effective from September 1, 2023.

Next, Shana Stark presented the landscaping estimate and assessment for various landscaping issues. The assessment for each owner to replace 40 dead trees was discussed, amounting to \$207.54. Some owners suggested removing the trees as a community event now and replacing them later when sufficient funding is available. Concerns were raised about potential property damage if a professional landscaping company doesn't handle the task. Other owners proposed replacing some trees in the Fall and deferring the rest to the following year. However, a decision on this matter was tabled until additional information is obtained regarding tree removal costs without replacement.

Subsequently, the replacement of dead sod throughout the HOA was discussed, with a total assessment of \$129.37 per owner. Eighteen owners voted in favor of replacing the sod, while some owners inquired about alternatives such as hydro seed. The decision was tabled until more information could be gathered.

The installation of tree rings to protect the new trees, at a cost of \$30.31 per owner, was put to a vote but was rejected by the owners at this time.

During the meeting, an owner raised a question about the responsibility for weeding in the flower bed area. Brenda Wagstaff agreed to send a reminder to owners to clarify their responsibilities when it comes to weeding.

It was decided that Brenda Wagstaff would provide answers to the questions that arose during the meeting and send them to all homeowners. Once the information is available, a ballot will be sent to complete the landscaping vote.

The meeting was adjourned at approximately 8:15 pm.

These minutes will be subject to review and approval at the next HOA meeting.