

COUNTRY LAKES AT FOX MEADOW
HOMEOWNERS' ASSOCIATION ANNUAL MEETING
JUNE 21, 2024

WELCOME: President Bill Hanigan commenced the 2024 Country Lakes of Fox Meadow Annual Meeting at 7:01 PM. He asked that everyone silence their cell phones and informed them that any recording of the meeting was prohibited.

Current Trustees were introduced:

President: Bill Hanigan

Vice President: Kerry Winer

Treasurer: Don Kelley

Secretary: Lisa Greb

Trustee/Design Review Committee: Vince D'Angelo

Special thanks were given to four others that have assisted the Board:

Bruce Buller - Property Manager

Anthony Embrogno - Financial Assistant

Shirley Krcmar - Monthly Newsletter

Ginny Standen – Resident Plant Expert

New homeowners in attendance were welcomed and recognized

Annual Meeting Notification to Homeowners:

Initial notification: May 16

Second notification: June 4

2022 Annual Meeting Minutes:

The President stated that everyone had an opportunity to read the 2023 Annual Minutes as they were posted on the Country Lakes website and asked if they needed to be read.

Motion to waive the minutes reading and pass them as written: Ross Bulmer

Seconded: Art LaFountain

Vote: motion passed unanimously

President's Report, Bill Hanigan:

June 19, 2023: Election of 3 New Officers & acclimate as to our roles & activities

HOA Board Meets Monthly with the exception of February

Board can meet in person or virtually and take action w/o meeting; if action is taken, the action is noted in the minutes of the following meeting

Board Minutes are Posted on our C/L website following Approval

We lost Board Secretary Beth Whitson, who moved; Lisa Greb volunteered to complete the term of office (2025)

Board has also been reaching out and tapping talent in our own community:

Ginny Standen a horticulturalist

Ray Eckart, Construction Engineer with concrete knowledge and experience

Board received one formal complaint concerning Japanese Beetles

Homeowner Communications: Annual letter in a January & continued use of Mail Chimp to send notices of upcoming services or activities

There are five major issues facing our community:

1. Aging Roads:

Maintaining our roads was the second highest Reserve Expense as concrete pricing and labor have risen in the last three years; we have Reserve Funds set aside for this expense (\$200,000)

Patch approach will not work in repairing several sections of Watercourse & Hedgewood where we have drains

We will continue to monitor seams and caulk end-of-driveways

2. Pond Health:

If sediment exceeds 40% of the water depth, it is recommended that the ponds be dredged; in 2021, when our last depth study was conducted, the sediment was at 18% & 22% and projected for 2032 dredging at a cost of \$404,000

The Board added a bio treatment to our pond service and our most recent depth study, conducted by Aqua Doc Lakes & Pond Mgt. found that our sediments levels are now at 12 & 13%

3. Inflation and maintaining a healthy Reserve Fund

Inflation: The last Reserve Study was up 19.4%, while at the time we were experiencing a 1.2% rate of inflation.

Reserve Study: The Board has scheduled a Reserve Study before end of year; the study identifies our assets, their life expectancy and major &/or replacement costs related to them. The last study was 2021 & though we are fully funding our Reserve Fund there is concern over projected costs in the replacement or repair of our assets and necessitates a new update in Reserve Fund Needs

4. Maintaining a vibrant community

There are a total of 122 homeowners and we have a shared responsibility to ourselves and neighbors to keep our community pristine, inviting and safe

DRC provided a clarification of yard responsibilities (9/19/2023); thank you went to Vince D'Angelo for his expedited and thorough DRC review work

Landscaping: it's a Team Approach and Bruce Buller has done a phenomenal job; the challenge becomes greater as the community matures

Contracts: we have a new RFP (Request for Proposal) Process thanks to VP Kerry Winer who spent countless hours creating this process for us

Complaints: Only 1 last year regarding Japanese Beetles; we are working with Ginny Standen on how to approach this issue going forward

Lamp Post Illumination: Please make sure they are working; we will give notice to check and repair

Pedestrian Traffic: Walk against traffic, wear reflective material at night and carry a flashlight

Socialization: Halloween Trick or Treating, Friday Night Flamingo, picnics and social events; thanks to Shirley Krcmar for the Monthly Social Newsletter and to Don Kelley for chairing the Welcome Committee

Treasurer's Report, Don Kelley:

Balance Sheet Comparison: as of January 14, 2023 our total assets were \$507,907.75; as of June 14, 2024 our total assets are \$544,319.77 which represents a 7% increase.

P&L Comparison: in the PowerPoint presentation I see P&L from January through June 2024, but not year over your comparison... What am I missing?

Reserve Report: we are 100% funded

Insurance Study: after the Board reviewed costs, which amounted to savings over 50% with better coverage for an insurance package of our commercial and D&O coverage, the switch was made to Erie Insurance

Taxes: Paid (\$2,779) & 1099 Issued

Dues Increase: will depend on the Reserve Study results

Landscaping Report, given by Don Kelley, as Bruce Buller was not able to attend the meeting:

Moscarino Landscaping: their 3 year contract ends this year; we will be issuing RFP's for landscaping, edging and mulching services

Mulch removal: 15 homes have had their old mulch removed this year from the front beds (8 year cycle); the work was delayed this year as we were searching for the best price; quotes this year were much higher - last year we paid \$1,600 and this year the same vendor's quote was \$2,600; two other quotes came in at \$3,500 and one @ \$5,200

Lawn Squad: their 3-year contract ends this year; as with Moscarino, we will be issuing RFP's for fertilization & disease control of lawns, shrubs and lawns

Jackson Hunter: they handled the snow plowing last winter; this year's contract is being reviewed

Titan Arbor Care: performed trimming of the trees in the front beds of homeowners and, as needed, trees in the HOA common areas

Akron Pest Control: in the second year of their contract for spider control around homes and decks; perform two applications per year

Pond Control: provides maintenance for our two inner lakes & fountains

Driveways: end of driveways will be resealed as needed

Mailboxes: 15 mailboxes will be replaced this year; all mailboxes will have been replaced by the end of 2026 (8 year cycle)

Vice President's Report, Kerry Winer:

RFP: an abbreviation meaning "request for proposal;" definition: a detailed specification of goods or services required by an organization that is sent to potential contractors or suppliers

Why RFP Documents for major services were required and needed: we never had them in the past; by implementing them we will have better control over costs, deliverables and timelines

How RFP's are to be used: we will be separating out into detailed service needs:

Landscaping Services, rev. 2/6/24

Trimming and Mulching Services, rev. 2/8/24

Fertilization and Weed Control Services, rev. 2/5/24

Tree Trimming Services, rev. 2/6/24

Pond Maintenance Services, rev. 2/6/24

Snow Removal and Clearing Services, rev. 2/6/24

Concrete Pavement Repair, rev. 4/17/24

Design Review Committee Report, Chairman, Vince D'Angelo:

Vince introduced and thanked the other two members of the DRC: George Shafer (Consultant) and Paula Gilmore (Consultant)

He explained that the general purpose of the DRC is compliance with Article 7 "Exterior Appearance" of the Covenants and Restrictions: "To ensure that any exterior additions/alterations to your home or landscaping changes are consistent with the other homes in the neighborhood. Responsibility of all homeowners to maintain the outsides of their homes to keep our neighborhood consistent & beautiful;" examples include decks, patios, awnings, roof replacements, windows, front doors and landscaping (planting and removal)

If you are planning to make any changes to the exterior of your home, you need to complete an application online or submit a printed form to Vince; the application can be found on the Country Lakes website: www.hoacountrylakes.com; you can expect to hear back from the Design Committee, normally within a day or two and a copy of the approval form will be returned once approved; **note: the homeowner, not contractor is responsible for completion of the application**

Reminders to homeowners when using contractors:

- Make sure contractors are parked on the non-hydrant side of the street and remind contractors to respect the speed limit

- Contractor supplies should not be offloaded into the street (dumpsters, materials, etc.)

- All contractor contact information should be included in the application

Activity since June 2023 meeting:

- 28 applications, all were approved; popular categories included railings (3), windows (3), landscaping (10) and roofs (3)

- Turnaround time: one day (26 applications), less than one week (2 applications)

Record Keeping: we keep hardcopies and digital records as it helps with precedent; there have been a total of 134 applications since Vince became Chairman of the DRC Special Issues that the Homeowner must consider:

- Blockage of views

- Matching siding and roofing due to storm damages or enclosure construction

- Dealing with insurance companies

- Do not commit to contracts prior to approval

Thank you to Board Members, Bill Hanigan:

Bill stated what a great Board we have and thanked Vince D'Angelo for the quick turnaround he provides for DRC applications, Kerry Winer for all his hard work over the past year on RFPs and Don Kelley for the great work he does regarding the HOA's finances

Election of HOA Board Member, Bill Hanigan:

The 1-year term of Don Kelley, Treasurer, is ending

That leaves the Treasurer position open (3-year term)

Bill requested a vote by voice acclamation for the election of Don Kelley

- Motion to elect Don Kelley to the position of Treasurer for 3-year term: Ross Bulmer

- Seconded: Dan Auker

- Vote: motion passed unanimously

Old Business, Bill Hanigan:

Rental property/Airbnb: the Master Association Covenant regarding leasing out a home has still not passed

Question & Answer session

Question #1 by Donna Russwinkle: What is the criteria for snow plowing? Isn't it in the contract that if two or more inches of snow have fallen, it has to be plowed?

- Answer: Don Kelly answered by saying, yes, that is correct. However, in past contracts there has not been a penalty clause, so it's been difficult to enforce. Going forward penalties will exist in our contracts, so we should get better service from vendors

Question #2: Art LaFountain said he is planning a Fourth of July outing and that a flyer should go out tomorrow or the next day with details; he wanted to see a show of hands as to how many homeowners would be in favor of having the outing

- Answer: by a show of hands, a majority would like to have a Fourth of July outing

Adjournment, Bill Hanigan:

By unanimous consent the meeting adjourned at 8:15pm.

Draft Minutes were taken by Lisa Greb, Board Secretary