

Spyglass Ridge Homeowners Association

Board Meeting Minutes

November 13, 2024

The meeting was called to order at 6:30 PM by Board President Don Carlson.

A quorum was established with the following Board members present: Don Carlson, Karen Harkin, Tom Beckwith, Scott Ryder, Mike Cleary, and Pam Romig. Brent Smith and was not present.

Agenda for the November 13, 2024 meeting was not adopted. We will add a line to adopt the budget to take it forth to the members per the governing documents.

The minutes of the October 9, 2024 meeting were reviewed. It was moved / seconded by Mike/Karen to approve the minutes as presented. Motion carried. Corrected an item under Other Business was that there were 5 inspections, and still have 1 to do this year.

Treasurer Report –Mike Cleary

- October 2024 Financial Report
 - a. Expenses included in HOA Community Center included closing the pool and winterizing, along with purchase of chemicals. There was also a pest control expense.
 - b. Sign maintenance expense of \$1,035 for completion of the new signage fence posts that were installed.
 - c. Expense of \$958 for completion of the fence repair along 27 Road.
 - d. Legal expense of \$1,134 for review of the new Architectural document.
 - e. Expenses totaling \$825 for renewal (3 years) of website and domain name rights.
 - f. There were no Reserve or Capital Improvement expenses in October.
- 2025 Budget
 - a. The DRAFT 2025 Budget which was presented and reviewed at the October Board meeting has been slightly tweaked based upon updated information. The changes, which are minor in amount, pertain wholly to the projected year end operating expenses and the forecast for 2025 operating expenses. There has been no change to any other parts of the document.
 - b. The amount noted for the Reserve contribution matches the recommendation from the 2022 Reserve Plan to the nearest dollar per lot. The current Reserve Fund balance of \$180,992 is close to the 12.31.24 Reserve Plan projection of \$182,368. There is an outstanding obligation of approximately \$10,000 for the detention pond pump.
 - c. There has been no feedback since the October meeting regarding the DRAFT budget and the commitment of \$20 per lot for the Capital Improvement Fund so it is in the budget.

- d. Motion made by Tom Beckwith to approve the proposed budget for 2025. This budget will be included in the Annual Meeting packet to the membership for approval. Karen seconded the motion, and the motion passed unanimously.

ACC Committee Report – Tom Harkin

One ACC meeting was held at the end of October. There were several admissions for landscape changes, but unfortunately, they were made after the work had started so they were not approved. The submissions were put in the respective folders for those lots for record keeping.

Nominating Committee – Karen Harkin

Fourteen members attended the sessions that we had in the past month after holding 3 different meetings. We only have one candidate to submit an application so far, but the deadline is November 25. We had great engagement and wonderful attendees, but we hope we get many more submissions for the election.

Other Business

- Workout room in the RCC has a crack on the SW corner and continues across the top of the wall. We need to have this investigated.
- There has been some concern with moisture, where a circle shape of stucco had come off a wall. We had that repaired for \$750.
- There is a proposal for adding plastic and fiberglass insulation in the crawl space to prevent moisture from seeping through. The quote is for \$2,190. Don will then install a radon fan to keep the moisture from building. Motion made to have the installation made by Pam and motion was seconded by Mike. The board passed the motion unanimously.
- Weed Fine Reviews were requested of the board by lot owners (Lots 68 / 121/ 143/165/166/172/213). Notifications of each inspection are made in the Newsletters and by email notification to the entire neighborhood. The first inspection of the year was in May which included two items, Weeds and the Two Foot rule. Fall inspections occurred on September 6. Follow up inspection for those who failed occurred on October 15. We give a 30-day period for items to be corrected, and then another 7 days before we send out letters that the lot has failed inspection. Registered letters are required by law. There are 4 people to do the inspections, and a minimum of 3 of the 4 must agree that the lot fails the inspection. The following lot owners were at the meeting as stated below:
 - Lot 68 – question about what the items were that the board complained about. Weeds were completely removed by October 18. They completed the two foot rule of removal of vegetation back by November 12 by rototilling that area. He will fix items if he knows what they are.
 - Lot 121 – Lot has been owned since the second year of the existence of the subdivision. Now the requirement is to have two feet back from the sidewalk, and he was not aware of the change in the weed policy. This area has been corrected.

Discussion was ended and a motion was made to not grant relief on all the lots that were in question. Motion made to continue with the fines by Tom Beckwith and seconded by Karen. The motion passed unanimously.

- WD Yards 2025 Contract will increase 4% (less than \$2,000) due to extra areas to be mowed at various times, and maintenance on the detention pond pump. The total of the contract is \$49,420 or \$4,100/month for 12 months. This is within budget for 2025. Keep in mind that irrigation repairs are separate. Motion was made by Scott for the landscaping proposal and seconded by Tom Beckwith. The board unanimously approved. Jenn will discuss with WD Yards some reseeding that needs to be done.
- Holiday Party to be held December 12 from 6-9. Cost will be \$22/person. We are limiting the attendance to 50. Italian food will be offered with dessert. Alcoholic beverages can be brought by attendees. There will be door prizes as well.

Motion was made by Tom Beckwith to suspend the regular meeting and move into the Executive Session. It was seconded by Karen Harkin. Motion passed unanimously.

EXECUTIVE SESSION MINUTES ARE INCLUDED IN THE BOARD OF DIRECTORS RECORDED MEETING MINUTES ON FILE IN THE HOA OFFICE BUT ARE NOT PROVIDED TO COMMUNITY MEMBERS FOR REVIEW OR PUBLISHED PUBLICLY.

It was moved / seconded by Karen / Don that the meeting be adjourned. Motion carried 6 - 0. The meeting was adjourned at 8:25 PM.

The next Board meeting is scheduled to be held at 6:30 PM on Wednesday, December 11, 2024.

Respectfully submitted,

Pam Romig
Recorder of Minutes