

# Board Meeting Minutes

## October 6, 2022 at 5:30pm

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The meeting was called to order at 5:35pm with all Directors present.

By unanimous consent, the Board appointed Janine Baxter to serve the remainder of Dg Garcia's term, which ends in 2023.

Board Meeting Minutes of 9/1/22 and Financial Reports through August 31, 2022 are adopted as presented by RPM.

Insurance Claim Progress: the adjusters are nearly complete with roof inspections and will begin siding inspections next. The adjuster has/will inspect all roofs in addition to any reports submitted by members.

Painting Progress: additional touch up is necessary to complete the project and authorize the final payment. The lift will be necessary to access the areas in question and so the irrigation will be turned off for the season to allow the lawn to dry and make way for the lift.

Proposed 2023 Budget: Gil presented a budget that calls for an increase in assessment from \$265 to \$308. Inflation is estimated at 7-8% this year, which means all utilities and service contracts are expected to increase across the Board.

The landscape contract will increase 20% and so Gil is collecting bids. The typical increase is 5-10% annually but considering the economic climate and labor shortage, this line item is expected to increase.

The community events line item is funded to provide for another BBQ next year. The per unit cost is about \$1/mo.

Security patrol budget was increased to provide for the Signal 88 contract that was initiated mid-2022. The Board discussed the value of this service and ultimately agreed to continue the service. In addition, Gil will look into installation of Signal 88 patrol signs throughout the community as an additional deterrent.

Excess irrigation was discussed in relation to the water utility expense. Gil is investigating the installation of new controllers and sensors to better control overwatering in other communities and will relay pricing information for the Board's consideration once received. It is possible to mitigate sporadic overwatering but the labor to investigate, create and implement a plan will cost considerably more than the excess water utility expense.

Comcast is bidding cable and internet services, but the existing cable contract isn't up until 2024. The Board will consider the option of both cable and/or internet services in the coming year. Sharon described several options to improve service and reduce cost, the pricing for which is forthcoming. Once we've collected pricing options, the Board will distribute a poll to

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determine the membership's priority and perceived cost-value to help guide future service contacts.

In addition to the review of the cable/internet service contracts, Sharon requests additional support to cover her internet responsibilities while she's out of town or otherwise unavailable. Sharon used to have a support person but he's no longer willing to assist. When she did have support, Sharon paid his rate out of pocket. Now that she's retired, Sharon intends to travel approx 15-20 weeks out of the year, during which time the Association will require internet support. To avoid the additional liability exposure of hiring another contractor, the Board authorized an increase to \$450 for Sharon's service fees so she may pay for coverage when she's unavailable.

The reserve allocation was increased from \$200k to \$275k annually per the 2022 reserve study. A copy of the study is available for review and download on the website.

Recently, we identified a radon fan in need of repair. Until now, the HOA hasn't provided for maintenance of radon fans but considering the shared use of these systems and the potential for life safety liability exposure, the HOA is collecting bids to perform annual radon fan inspection moving forward.

Management fee is proposed to increase by \$0.50/door.

Sharon motioned and Janine seconded the adoption of the proposed 2023 Budget, which calls for an assessment increase to \$308/mo; the motion passed unanimously. The 2023 Budget will be prepared for distribution to the members along with a notice of the upcoming Ratification Meeting on 11/17/22 at 12:30pm via Zoom.

The Board solicited and responded to questions from the members. With no other business rightfully before the Board, the meeting was adjourned at 7:35pm.

Respectfully submitted,  
Melissa Owens, AMS, CMCA  
Association Admin, Rockwood PM

### ACTION ITEMS

- Install Signal 88 signs throughout property
- Survey members RE cable/internet preferences and security services
- Potential conflict of interest disclosure - Sharon Hilditch internet service contract
- Will Isaiah bill through Greenstone or as an independent contractor?
- Is the new reserve study on the website?
- Draft budget ratification notice

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