

Turfway Park HOA Community Meeting

MINUTES

NOVEMBER 9, 2014

2:00 – 3:45 PM

JOHNSON COUNTY PUBLIC LIBRARY
WHITE RIVER BRANCH

MEETING CALLED BY	Richard Weis
TYPE OF MEETING	Yearly Community Meeting
FACILITATOR	Richard Weis
NOTE TAKER	Marcie Bryant
TIMEKEEPER	
ATTENDEES	Richard Weis, Bob Morgan, TJ Warrner, Alissa Pryor, Greg Pryor and Marcie Bryant as well as multiple residents and security

Agenda topics

NEIGHBORHOOD APPEARANCE

RICHARD WEIS

DISCUSSION	<p>The appearance of our Community has been greatly improving due to the interest and work of all the homeowner's/residents. We especially thank you for your cooperation in the improvement of the neighborhood. Entryway looking much better after dying trees were taken out and Spruce trees planted. Spring Green provided the tress to us at cost from Mashmeyer Nursery and then planted them and watered them for a while to give them a good start. Debbie also spruced up the entryway by planting some colorful foliage and watered them when the sprinklers were not working. Thanks to Debbie.</p> <p>We also fixed the lighting recently.</p> <p>Courtesy/violation letters have been revised due to a suggestion of a homeowner. They were revised to be more friendly and less threatening, since they are just meant to be courtesy letters and not threats. In addition fewer letters have been going out recently as homeowners are all keeping up with yard and home maintenance.</p>	
CONCLUSIONS	Great looking neighborhood. Let's keep it going!	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A		

POND EROSION

RICHARD WEIS

DISCUSSION	<p>The retention pond has an erosion problem. Though it does not need to be totally drudged yet, it may need it in the future. Currently we have a bid of \$3000.00 to repair the current erosion problem. The process will include fixing the erosion and placing riprap/stones around that area. This will also mean bringing in heavy equipment. This will damage the two yards equipment will be going between to get to the pond. The two homeowners whos are already aware of the involvement of their yard in these repairs. The bid includes putting these yards back in their original shape. Fowler Enterprises will be doing the work. We must maintain this pond and its pipes in order to stay in good name with the county/state.</p>	
CONCLUSIONS	This work will be done next summer.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
A home owner brought up the point that there is fencing in the pond that she worries children could get caught under.	Richard and/or Greg will take a look at her concern and see if	

	it can be included in the repairs to be made	
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**NEGOTIATED CHANGES MADE
TO CURRENT CONTRACTS**

RICHARD WEIS

DISCUSSION	<p>Snow removal – Last year we had some large snow falls. With those snow falls there were some problems with the snow removal. Big problems included cul-de-sacs not getting plowed, mail boxes and driveways getting snowed and then plowed in to the point mail was not being delivered. A homeowner brought up the problem that fire hydrants were also covered up. This coming winter we are using the same contractor, but there is an agreement that if the snow fall is greater than 3 inches he will bring in a Bobcat which will allow him to move the snow with better precision.</p> <p>We have added a storage locker to the bills this year. Its purpose is to house the HOA's possessions, including some original paperwork. These papers were previously taking up an HOA Board member's garage. Which meant personal information was not being properly locked and protected. It will now be protected in a small, locked, air-conditioned and heated unit</p> <p>With the bank account a change was made so that checks required two signatures are now required on every check and also the credit card associated with the account was cancelled.</p> <p>The treasurer position is a very important. The position takes much time and an astute knowledge in bookkeeping. TJ has given much of his time to organize and maintain the books and taxes for the past 5 ½ years. It has been decided by the board that the job is too much for a volunteer and will be hiring a professional accountant. After some research it has been decided to retain the services of Chris Collins. He comes highly recommended by Tanner Law Firm, he is bonded and Collins also specializes in home owner's associations finances. We will start with a one-year contract. He will be paying the bills, doing the taxes, mailing out and collecting dues and turn delinquencies over to Tanner Law Firm for collections. He will also provide monthly reports to the treasurer.</p> <p>With the hiring of an accountant, comes a great trust in the company we hire. We must trust them not to steal or miss appropriate our funds. We currently plan on putting half of the HOA's reserve money into a certificate of deposit so that the accounting firm only has access to half of our funds.</p> <p>Lawn maintenance will remain the same.</p>	
	CONCLUSION	
	The price of doing the same old thing is far higher than the price of change. -- <i>Bill Clinton</i>	
	ACTION ITEMS	PERSON RESPONSIBLE
Discuss with snow removal company keeping fire hydrants from getting covered.		

BUDGET

TJ WARRNER

DISCUSSION	TJ reviewed the budget and provided an outline of the expenses. This outline will be attached at the end of the minutes. If anyone has more specific questions please email the HOA.	
CONCLUSION		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

**Request for Change to
Rules and Regulations**

Richard Weis

DISCUSSION	In 2012 a vote was made to make an amendment to the rules and regulations that states that a husband and wife may not serve together on the same HOA board. The question was proposed to have
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	this deleted from the rules and regulations. The only objection made was that the married couple should not be allowed to be the two signatures on the checks that are written by the HOA.	
CONCLUSION		
ACTION ITEMS	RESPONSIBLE PERSON	DEADLINE

REQUEST FOR NEW BOARDMEMBERS

DISCUSSION	As it has been three years since new board members have been voted on a request was made for new board member volunteers/nominees was made.	
CONCLUSION	There were no new volunteers, except for the wife of one of our current board members. Seeing as we are losing our current treasurer and have no other volunteers a vote needs to be taken amongst the three other board members to have the statement deleted that married couples may not serve on the same board, but add that they may not, together, be the only signatures on HOA checks.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Vote to allow married couples to serve on the HOA board together	Richard, Bob and Marcie	1/7/2015

OBSERVERS	HOA board members and homeowners
RESOURCE PERSONS	
SPECIAL NOTES	see budget attached below

2014 Annual Budget
Anticipated Income: \$25,000

Expenditures Item	Amount/year
Insurance	1,300
Landscaping	
Snow Removal	2,000
Pond Treatments	925
Mowing of Common Areas	6,750
Fertilizer/Weed Control	1,000
Sprinkler Maintenance	525
Pond Repair	3,500
Office Expenses	
Postage	100
Printing	75
Misc Association Costs	165
Property Taxes	10
Storage locker	325
Utilities	
Street Lights	2,400
Entry Lights	235
Entryway Sprinkler 1	550
Entryway Sprinkler 2	550
Business Entity Report	15
Go Daddy Website	200
Signage (Rummage Sale/Annual Meeting)	215
Security	2,000
Accountant	
Monthly Fee (\$160)	1,920
Start-Up Fee	600
Total	22840

Profit & Loss YTD Comparison

January 1 through November 9, 2014

Jan 1 – Nov 9, 2014

Ordinary Income/Expense

Income

HOA Dues	<u>25,200.00</u>
Total Income	25,200.00

Expense

Insurance Expense

General Liability Insurance	<u>1,208.00</u>
Total Insurance Expense	1,208.00

Landscaping and Groundskeeping 1	2,907.93
Miscellaneous Expense	64.20
Office Supplies	24.03
Postage and Delivery	178.07
Printing and Reproduction	48.15
Professional Fees	3,742.94
Property Taxes	0.02
Rent Expense	272.00
Utilities	<u>2,910.51</u>

Total Expense	<u>21,355.85</u>
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Net Ordinary Income	<u>3,844.15</u>
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Net Income 3,844.15

Turfway Park Homeowners Association, INC.
Profit & Loss YTD Comparison
January 1 through November 9, 2014

	<u>Jan 1 - Nov 9, 14</u>
Ordinary Income/Expense	
Income	
HOA Dues	25,200.00
Total Income	<u>25,200.00</u>
Expense	
Insurance Expense	
General Liability Insurance	1,208.00
Total Insurance Expense	1,208.00
Landscaping and Groundskeeping	12,907.93
Miscellaneous Expense	64.20
Office Supplies	24.03
Postage and Delivery	178.07
Printing and Reproduction	48.15
Professional Fees	3,742.94
Property Taxes	0.02
Rent Expense	272.00
Utilities	2,910.51
Total Expense	<u>21,355.85</u>
Net Ordinary Income	<u>3,844.15</u>
Net Income	<u><u>3,844.15</u></u>

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11/03/14
Accrual Basis

Turfway Park Homeowners Association, INC.
Profit & Loss YTD Comparison
January 1 through November 9, 2014

	<u>Jan 1 - Nov 9, 14</u>	<u>Jan 1 - Nov 9, 13</u>
Ordinary Income/Expense		
Income		
HOA Dues	25,200.00	26,065.00
Total Income	<u>25,200.00</u>	<u>26,065.00</u>
Expense		
Dues and Subscriptions	0.00	67.14
Equipment Rental	0.00	90.00
Insurance Expense		
General Liability Insurance	1,208.00	1,416.00
Total Insurance Expense	<u>1,208.00</u>	<u>1,416.00</u>
Landscaping and Groundskeeping	12,907.93	10,202.96
Miscellaneous Expense	64.20	12.58
Office Supplies	24.03	0.00
Postage and Delivery	178.07	150.49
Printing and Reproduction	48.15	117.68
Professional Fees	3,742.94	1,882.00
Property Taxes	0.02	0.00
Rent Expense	272.00	0.00
Utilities	2,910.51	2,924.49
Total Expense	<u>21,355.85</u>	<u>16,863.34</u>
Net Ordinary Income	<u>3,844.15</u>	<u>9,201.66</u>
Net Income	<u><u>3,844.15</u></u>	<u><u>9,201.66</u></u>

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11/03/14

Accrual Basis

Turfway Park Homeowners Association, INC.
Expenses by Vendor Detail
 January 1 through November 9, 2014

Type	Date	Memo	Account	Amount	Balance
Aquatic Services of Indiana					
Bill	3/15/2014	2014 Pond Treatments	Landscaping and G...	874.73	874.73
Total Aquatic Services of Indiana				874.73	874.73
Auto-Owners Insurance					
Bill	3/15/2014	2014 Insurance	General Liability Ins...	1,208.00	1,208.00
Total Auto-Owners Insurance				1,208.00	1,208.00
Bargersville Utilities Entryway					
Bill	1/12/2014	Entryway sprinkler	Utilities	93.93	93.93
Bill	2/9/2014	Entryway sprinkler	Utilities	14.80	108.73
Bill	3/15/2014	Entryway sprinkler	Utilities	18.27	127.00
Bill	4/5/2014	Sprinkler	Utilities	17.57	144.57
Bill	5/4/2014	sprinkler	Utilities	17.57	162.14
Bill	6/1/2014	Entryway sprinkler	Utilities	17.57	179.71
Bill	6/1/2014	Entryway	Utilities	0.00	179.71
Bill	7/6/2014	Sprinkler	Utilities	17.57	197.28
Bill	8/4/2014	Entryway Sprinkler	Utilities	58.02	255.30
Bill	9/7/2014	Entryway	Utilities	92.19	347.49
Bill	10/9/2014	Sprinkler	Utilities	101.53	449.02
Total Bargersville Utilities Entryway				449.02	449.02
Bargersville Utilities Sprinkler					
Bill	1/12/2014	Entryway	Utilities	71.99	71.99
Bill	2/9/2014	Entryway	Utilities	15.40	87.39
Bill	3/15/2014	Entryway	Utilities	18.27	105.66
Bill	4/5/2014	Sprinkler	Utilities	17.57	123.23
Bill	5/4/2014	entryway sprinkler	Utilities	17.57	140.80
Bill	6/1/2014	Sprinkler	Utilities	17.57	158.37
Bill	7/6/2014	Entryway Sprinkler	Utilities	17.57	175.94
Bill	8/4/2014	Entryway	Utilities	57.46	233.40
Bill	9/7/2014	Entryway Sprinkler	Utilities	93.93	327.33
Bill	10/9/2014	Entryway Sprinkler	Utilities	106.93	434.26
Total Bargersville Utilities Sprinkler				434.26	434.26
Duke Energy - Entry Lights					
Bill	1/26/2014	entry lights	Utilities	17.48	17.48
Bill	2/23/2014	entry lights	Utilities	17.33	34.81
Bill	3/15/2014	Sign lights	Utilities	4.26	39.07
Bill	4/20/2014	Entry lights	Utilities	12.26	51.33
Bill	5/16/2014	Entry lights	Utilities	12.39	63.72
Bill	6/18/2014	Entry lights	Utilities	12.52	76.24
Bill	7/27/2014	Entry lights	Utilities	18.09	94.33
Bill	8/24/2014	Entry Lights	Utilities	16.67	111.00
Bill	9/21/2014	Entry lights	Utilities	17.42	128.42
Bill	10/26/2014	Entry Lights	Utilities	17.42	145.84
Total Duke Energy - Entry Lights				145.84	145.84

Turfway Park Homeowners Association, INC.
Expenses by Vendor Detail
 January 1 through November 9, 2014

Type	Date	Memo	Account	Amount	Balance
Duke Energy - Street Lights					
Bill	1/12/2014	Street lights	Utilities	186.33	186.33
Bill	2/9/2014	Street lights	Utilities	187.03	373.36
Bill	3/15/2014	Street lights	Utilities	187.03	560.39
Bill	4/5/2014	Street Lights	Utilities	187.07	747.46
Bill	5/8/2014	Street Lights	Utilities	186.88	934.34
Bill	6/8/2014	Street Lights	Utilities	186.88	1,121.22
Bill	7/27/2014	Street Lights	Utilities	192.00	1,313.22
Bill	8/4/2014	Street Lights	Utilities	176.90	1,490.12
Bill	9/7/2014	Street Lights	Utilities	202.03	1,692.15
Bill	10/9/2014	Street Lights	Utilities	189.24	1,881.39
Total Duke Energy - Street Lights				1,881.39	1,881.39
Fairview Place Self Storage					
Bill	1/13/2014	2014 Storage Fee	Rent Expense	272.00	272.00
Total Fairview Place Self Storage				272.00	272.00
Greenleaf Landscaping Inc					
Bill	3/30/2014	Fertilizer/Weed Control	Landscaping and G...	162.64	162.64
Bill	4/6/2014	2014 Mowing/Landscaping	Landscaping and G...	6,172.86	6,335.50
Bill	4/6/2014	Front entrance spruce trees	Landscaping and G...	360.00	6,695.50
Bill	4/6/2014	2014 Lawn Chemical Treatments	Landscaping and G...	788.80	7,484.30
Bill	7/27/2014	Sprinkler Repair	Landscaping and G...	284.50	7,768.80
Bill	9/7/2014	Fall weed/feed application	Landscaping and G...	157.76	7,926.56
Bill	10/26/2014	Entryway Trees	Landscaping and G...	376.64	8,303.20
Total Greenleaf Landscaping Inc				8,303.20	8,303.20
HOA Supplies/Miscellaneous					
Bill	1/12/2014	Reimbursement to TJW for stamps (200)	Postage and Delivery	92.00	92.00
Bill	1/12/2014	Reimbursement GP for ink cartridge and labels	Office Supplies	24.03	116.03
Bill	1/18/2014	UPS Store Invoice and Newsletter Printing	Printing and Reprod...	48.15	164.18
Bill	3/15/2014	Business Entity Report filing fee (TJW reimburse...)	Professional Fees	7.14	171.32
Bill	5/4/2014	Rummage sale sign rental (1 week)	Miscellaneous Expe...	64.20	235.52
Bill	6/18/2014	Stamps, Ink Cartridge, Labels for Covenant Enfor...	Postage and Delivery	86.07	321.59
Total HOA Supplies/Miscellaneous				321.59	321.59
Johnson County Treasurer					
Bill	5/8/2014	2014 Property Taxes	Property Taxes	0.02	0.02
Total Johnson County Treasurer				0.02	0.02
Long's Tree Service					
Bill	5/5/2014	Tree removal from common area along Smith Val...	Landscaping and G...	150.00	150.00
Total Long's Tree Service				150.00	150.00

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11/03/14

Accrual Basis

Turfway Park Homeowners Association, INC.
Expenses by Vendor Detail
January 1 through November 9, 2014

Type	Date	Memo	Account	Amount	Balance
Scott Tanner					
Bill	1/13/2014	█ affadavit of debit	Professional Fees	70.00	70.00
Bill	2/26/2014	█ court documents	Professional Fees	70.00	140.00
Bill	4/20/2014	█ Tien (invoice 25 █)	Professional Fees	150.00	290.00
Bill	7/6/2014	Feedback on Collections and Covenant Enforcem...	Professional Fees	90.00	380.00
Bill	7/6/2014	Court Filing Fees █	Professional Fees	376.00	756.00
Bill	10/26/2014	█ Covenant Enforcement	Professional Fees	1,979.80	2,735.80
Total Scott Tanner				2,735.80	2,735.80
Steve Edwards					
Bill	5/8/2014	Security (6 months)	Professional Fees	1,000.00	1,000.00
Total Steve Edwards				1,000.00	1,000.00
Wheeler Landscaping					
Bill	1/31/2014	Snow removal 12/7/13 to 1/19/14	Landscaping and G...	2,365.00	2,365.00
Bill	5/16/2014	Snow removal Feb-Mar	Landscaping and G...	1,215.00	3,580.00
Total Wheeler Landscaping				3,580.00	3,580.00
TOTAL				21,355.85	21,355.85

2014 Annual Budget**Anticipated Income: \$25,000****Expenditures**

Item	Amount/year
Insurance	1300
Landscaping	
Snow Removal	2,000
Pond Treatments	925
Mowing of Common Areas	6,750
Fertilizer/Weed Control	1,000
Sprinkler Maintenance	525
Pond Repair	3,500
Office Expenses	
Postage	100
Printing	75
Misc Association Costs	165
Property Taxes	10
Storage locker	325
Utilities	
Street Lights	2400
Entry Lights	235
Entryway Sprinkler 1	550
Entryway Sprinkler 2	550
Business Entity Report	15
Go Daddy Website	200
Signage (Rummage Sale/Annual Meeting)	215
Security	2000
Accountant	
Monthly Fee (\$160)	1920
Start-Up Fee	600
Total	22840