

# JAY STREET TOWNHOUSES

## Annual Meeting February 15, 2023

Budget Ratification Meeting: 6:30p.m.

Attendees:

Cliff Carillo – 4430 D, Joe Murad – 4420 B, Derrick and Jennifer 4440 A, Jim Robson – Property Manager  
Stacia 4440 D, Sunny McLean – 4430 C, Kim Jordan – 4430B (bought Leslie's unit in June), Damian and Brandy – 4440 A (bought in April), Graham 4420D, Amanda DeRezende 4440 C, Sam McKenzie 4420 A, Missing: Amy, Boukham

1. Call to Order 6:30p.m.
  1. Introductions completed by 6:39
2. Report of Quorum
  1. Met with 10 out of 12 homeowners in attendance
3. Approval of Minutes of Prior Annual Meeting February 8, 2022
  1. Approved by all responses
    1. Sam
    2. Cliff
    3. Stacia
    4. Sunny
    5. Derrick
  2. Seconded by Joe
  3. Opposed by none
4. Board of Directors Report
  1. A. Community Clean up
    1. Last year we elected not to do a community clean up, but the groundskeeper, Fred didn't meet homeowner satisfaction so we are looking for a new company or person
    2. Jim found a new company that can do groundskeeping this year. Haven't confirmed if they have signed with us yet
    3. Jim has been receiving mixed signals on the direction the community/board want in terms of landscaping request
      1. Cliff would like to negotiate down to \$300 from \$350 and sign Hill, but Hill thought that \$300 was too low, but Cliff supports \$350/month
  2. B. Landscaping & Snow
    1. Jim found a new company that can do this that has invoiced ad hoc
    2. Tree removal – trees leaning on Kim's house can be addressed by homeowner because the trees are planted on an easement and responsibility doesn't fall to anyone else. Encroachment law protects this right.
  3. C. Recycling Bin
    1. Reminder to community to breakdown boxes and make sure renters are aware
    2. Jim confirmed that waste management is the most affordable trash/recycle option
  4. Gutter cleaning
    1. This was missed in 2022, but will be addressed again in 2023
5. New Business
  1. A. Front Porch Staining
    1. Not currently in the budget for this year
      1. Will need to be paid for as a special assessment or from the reserves
      2. Beyond sanding and staining, Amanda requests that we also get quotes for repairs needed to meet safety standards
    2. Back decks are homeowners responsibility, not the HOA's
  2. B. Change Declarations & By-laws
    1. Changing documentation would start at \$5K
    2. Community would need 12/12 vote in favor of making changes
    3. Amanda requests that the documentation be changed
      1. Particularly the documentation addressing where kids can play
        1. Suggests extraordinary meetings to address red lining of documentation
      2. Cliff reassures that to change laws would require a 100% vote, a vote which we can take
      3. Jim would need to receive a list of requested changes
      4. Sunny suggests a sub committee who can work on making changes to the documentation
        1. Sunny and Cliff agree,
        2. Amanda seconds
        3. Sam opposes any money being spent from HOA dues to make changes
    1. Volunteers
      1. Amanda
      2. Jennifer
      3. Sunny

5. Cliff requests Jim to highlight laws and regulations that have changed
6. True – community can make changes to the rules and regs without a lawyer however any changes cannot contradict with Decs and Bylaws
7. True – Declarations and Bylaws changes require attorney involvement
6. Financial report / Treasurer A. Budget
  - B. Financials
    1. Estimated budget for the year is coming out higher than previous year
    2. Cliff proposes a \$50 monthly HOA due increase
      1. Jim confirms that the budget for HOA dues will back date to January 1<sup>st</sup>
        1. All homeowners will owe \$300 in March + \$50 in January + \$50 February for a total = \$400 3/1/23
        2. Amanda proposes making the budget in effect from 3/1/23 – 12/31/23 instead. Cliff to connect with Jim and board
        3. Sunny recommends working out a payment plan per homeowner as needed to cover surprise back \$100 payment
        4. Credit cards and ACH will happen automatically
    3. Jim to walk community through proposed budget for the year
      1. Budget increases by \$12,000
      2. Insurance costs have increased due to general insurance standards and natural disasters
      3. Increased budget for snow and landscaping
    4. Joe explains high deductible for hail damage
      1. Jim explains that whole insurance marketplace has gone to 5% wind and hail deductible
      2. Each homeowner will need to have \$20,000 loss deductible coverage
      3. Debate between Jim and Joe on the two different types of deductibles and best fit for community
    5. Insurance renewal date is March 2<sup>nd</sup> or March 10<sup>th</sup>. Jim to confirm
7. Homeowners Forum
  1. Cliff opens to community for suggestions around community improvements
    1. Sunny and Amanda– can we expand trash bin area?
    2. Damian – Front porch hand railing is weak.
      1. Jim confirms this is being addressed with porch bids
    3. Joe – Gutter on his property keeps falling and needs fixing.
      1. Cliff – may just need a new screw
8. President's Report - Cliff Carrillo
  1. Nothing else to add aside from apologies that dues are raising for the first time in 7 years
9. Election of Board Members
  1. People who would like to serve on the board
    1. Cliff – would like to redeem himself this year in keeping the community happy and running smoothly best he can. He will be grateful for any position
    2. Damian – I'm new to the neighborhood, but mostly I want to be of use to the people I live with
    3. Joe – To communicate a little better and do a job and finish it
    4. Derrick – Derrick's wife
  2. Voting Process
    1. In order by address starting with 4420 A
    2. Once votes are in, new board will pick positions
    3. Sunny suggests community vote for board members who live on site
    4. Jim suggests that board terms be changed to longer than one year so we have continuity of board from year to year
  3. Final Board Results
    1. Cliff
    2. Derrick
    3. Damian
10. Action Items to be owned by Jim and Board
  1. Jim to get 3 estimates to board for grounds maintenance such as landscaping and snow removal
    1. Board to sign best estimate under contract for landscaping and snow removal
    2. Board to send grounds maintenance list of responsibilities to homeowners so homeowners can report on their progress throughout the year
  2. Jim to get 3 estimates for deck staining
  3. Jim and Board to gather insurance quotes to review pricing before signing renewal
11. Adjournment
  1. Meeting adjourns at 8:14