

# Seven Ponds HOA conference call notes – Apr 12, 2022

In attendance: Maran Bush, Mike Larson, Steve Haskamp, Jake Luby, Preeti Deka, Theresa Victorian, Rachel Moore, John O'brien

## To Do's from prior HOA conference calls:

Action Item	Who's Responsible/due date
Send recruitment letter to LEA residents via email	Steve/ 1/14/22 <b>Done</b>
Mike to update Wordpress site with info from Nov 16 HOA meeting	Mike 3/31/22 <b>Done</b>
Mike to file 2021 tax forms	Mike 3/31/22 <b>Done</b>
Procurement of 2022 Lawn Maintenance bids	Mike ASAP <b>Done</b>

## Near term issues/priorities:

### 1) Lawn Maintenance contract

- In Mar 8 meeting the Board agreed to proceed with Midwest Landscaping. Mike signed the Midwest contract and sent it to Midwest on Mar 15. We s/b all set. Mike will try to arrange a walk-around w/JR when the weather and ground conditions allow. Would anyone like to take on being the contact for the lawn maintenance contract? Mike has volunteered to stay on as a point of contact as well.

### 2) Dues status –

- Status of 2022 annual dues payments and payment plans? Do we have anyone that will need to be referred for collections?
- 3 properties have not yet paid their dues in full. 2 are on a payment plan. 3475 Holly Ln. is the only property that has not yet paid 2022. Maran to follow up with them.

### 3) Financials update from Steve Haskamp

- \$40,965.15 in the bank account
- Bill for \$318 from SJJ for attorneys fees from collections. Steve will send in a check.
- Bill from Melchert attorneys for \$1545 for the dissolution feasibility study. Steve will send in a check.

### 4) Any other HOA resident/member related issues to discuss – looks like there have been a few sales or sales are pending. Do we know how many? Have we been contacted by agents/title companies yet?

- 3330 Everest Ct N will close on April 15<sup>th</sup>
- 17420 34th Avenue North closed on February 1, 2022.

### 5) HOA Board/Officer Handbook and To-Do Calendar to help facilitate future Board/Officer transitions. – Mike provided a skeleton draft. No comments or suggestions have been provided to date. Mike (or Maran) can and will provide it to new BoD and new Officers after this call/meeting.

- Maran will make a few edits and send out to the new board.

### 6) HOA Dissolution Feasibility study:

- Melchert Hubert Sjodin, PLLP provided their HOA Dissolution Feasibility study. Mike shared this with everyone in his email of Mar 1. Nobody had any questions or comments. Maran will share with new BoD and new Officers after this call/meeting.

### 7) Fence issues –

- Will new BoD still want a formal Fence Maintenance and Service Contract with the Haskamp's and Boyd's? If so, Mike can provide a "final" summary of Fence Maintenance and Service Contract terms to Haskamp's and Boyd's (and to the new BoD) for their review before the HOA engages SJJ to draft the contract.
- T&D Landscaping provided a \$3500 bid to remove the fence between Dunkirk and Everest Ct., haul it away and fill holes with dirt and grass seed them. T&D was unable to get to this work before the weather turned. T&D has confirmed they are still interested in this work and will be out as soon as the ground is dry enough.
- Maran, Mike and Steve brought the new board up to speed on the fence maintenance contract.

### 8) HOA management related issues –

- Pond treatment – on Sunday evening 4/10, Ron emailed saying “I’m meeting with Theresa tonight to talk about the Pond activity. I have 3 other bids we are comparing to Lake Management. She should be able to update the board Tuesday night.”
  - i. 2% discount if we sign by end of April with Lake Management. They were the least costly of all the bids. Heather Run also uses Lake Management. Lake Restoration bid was 2x as much. Last year, the cost for HOA ponds was \$1,920. This year’s bid is \$2,015. They also gave proposals for the other 3 private ponds. Pond 5 between 32<sup>nd</sup> and the park was 618, Pond 6 was taken care of by Kevin and Ray who have already paid. Pond 2 was proposed at \$859 but Theresa has a question about that since it is almost \$300 more than last year.
  - ii. Theresa will forward the information on to Maran after she gets a response about Pond 2.
- HOA management company? – see “Mike Larson's list of near-term and mid-term HOA priorities” at the end of this agenda.
- Board of Directors and Officer position vacancies:
  - i. Mike (BoD member and President), John (BoD member and Vice President), Steve (BoD member and Treasurer), Susan (Alternate BoD member) and Ron (BoD member) would all like to step down. Maran (BoD member and Secretary) will be staying on. 4 replacement Board members need to be voted in. (reminder that Board members do not need to be HOA members or residents.) New Officers need to be voted in by new Board of Directors and the President and Vice President have to come from the ranks of the BoD. The Secretary and Treasurer positions do not need to come from BoD ranks. By definition, Officers also do not need to be HOA members or residents. New BoD members and Officers will carry out the remainder of the terms (until Q1 of 2023) of the BoD member and Officer positions being vacated.
  - ii. **Complete official business of filling vacant BoD positions and vacant Officer positions.** Mike, John, Steve, Susan, and Ron have officially stepped down from the board. Maran approved board member replacements of Rachel Moore, Preeti Deka, Theresa Victorian, and Jake Luby.
  - iii. An HOA Election will need to take place prior to Q1 2023 in order for the terms of the BoD members and Officers to be extended.

## Next meeting Tuesday, April 19<sup>th</sup>

### Mike Larson's list of near-term and mid-term HOA priorities:

Action Item	Who's Responsible/due date
Pond treatment contract – finalize, sign, coordinate resident billing and collections.	
Engage Peter Doran to finish landscaping project work – NW corner of Holly Ln and Medina Rd.	
Stay in touch w/T&D re fence removal project – Dunkirk to Everest.	
Schedule early season walk-through w/Midwest Landscaping.	
Transfer responsibility for Wordpress site admin from Mike to ??? Do we want to take action to force residents to receive updates from Wordpress site?	
Plan/schedule an HOA meeting w/election	
Insurance renewal – August 21. Renewal notice s/b sent to sevenponds gmail account.	
Before the next HOA meeting w/election, evaluate feasibility of and costs associated with getting sprinkler system back up and running.	

Before the next HOA meeting w/election, investigate what it would cost to have a firm help the HOA with dues billings, collections, etc. In a previous call or two, it was agreed that this should be looked into but nothing more has been done. Note that the HOA would still need a full complement of BoD members and HOA Officers even if the HOA engaged someone to help with the HOA admin matters.	
Before the next HOA meeting w/election, complete 3-yr financial forecast to determine if dues need to be raised. May need to increase them to \$250 per year.	