Southern Bluffs HOA Board Meeting

October 29, 2021, 6pm, Minutes Approved 11/5/21

**Board Members:** Greg Felsen, President; Karen Sheek, Vice-President; Sally Planalp, Secretary; Bill Marty, Treasurer; Roger Fulks, Board Member; Steve Eberhart, Architectural Review Liaison. One additional resident was present.

Felsen called the meeting to order at 6:12pm, introduced himself, and Board members introduced themselves.

Marty reported that the HOA has $19,808.63 in assets with $11,856.13 in the checking account. There was a discussion of lots owned by the Association and whether taxes need to be paid since they are in undeveloped areas. There are three lots in the undeveloped areas [121#-- 1018 Nicolette Way, 233#--1150 Jennings Drive, and 234#--1142 Jennings Drive]. Further discussion was about putting liens on the lots in undeveloped areas for owners who have not paid dues for many years, as well as lesser sums for dues in arrears for developed areas. Late fees were considered. Fulks and Planalp plan to meet with someone in the Assessor’s Office to discuss taxes, HOA dues, values of properties in the undeveloped areas, and options for placing liens.

Marty discussed options for a credit card, primarily to facilitate purchases for the Clubhouse. The bank needs HOA documents and minutes designating signers. Eberhart suggested getting a prepaid credit card, but for those there is no statement or paper record other than receipts. Marty will look further into the credit card and whether there must be a guarantor. Marty will also check with Forth’s office about reducing fees for the checking account.

Clubhouse rental fees were reduced because the Clubhouse manager reported that several callers did not book because they said the fees were too high. The sanitizing fee was reduced to $20 from $40 for non-residents, and non-resident fees were reduced by $100 for short-term rentals. (<2 hrs.)

Eberhart updated the Board on the street preparation. He anticipates finishing the work on Tuesday Nov. 2, two days later than originally planned because the streets were in worse condition than expected. The City plans to begin their work on Tuesday, but Sheek will ask to if they can postpone until Wednesday. If not, they will be asked to start first in the areas that are already prepared. Planalp will post notices to ask people to keep their vehicles off the streets M, T, W and possibly Thursday (Oct. 4th).

The estimate from the City was $5,544 for the crack seal and $15,315.30 to do the concrete work. Felsen, Sheek, and Eberhart offered to meet with the City to pin down the conditions of a possible transfer of the streets to the City. Felsen recommended that the Board get firm estimates for costs and specific information about gates, etc.

Increases in HOA dues for 2022 were considered. A well-grounded decision depends on information from accountant Chuck Forth, from Robert Stump’s draft of a Reserve Study, from the City about proposals for the streets, and about likely costs of deferred maintenance (e.g., entry gate, Southern Bluffs sign, Clubhouse). Felsen indicated that the Board’s highest priority for 2022 will be the streets. Homeowners must be notified of increases in dues at least 30 days before the end of the calendar year, i.e., December 1, 2021.

After two hours of meeting, the additional agenda items were postponed. Those include types of community committees/areas of responsibility, a community calendar, community activities, and an end-of-year letter to membership outlining Board accomplishments. Eberhart suggested a Holiday gathering and was looking for assistance, especially since Pat Norton is unable to help as she has in the past.