

*Sycamore Creek P.U.D. Homeowners' Association
Board of Trustees Meeting*

*Minutes of The Annual Meeting of the Homeowners'
October 1, 2002*

Meeting called to order at 7:07 PM. Introduction of Board of Trustees and the association's managers were made, and appreciation noted for all their assistance.

REVIEW OF YEAR:

ARCHITECTURE:

- Two changes were submitted, a propane tank and a fence around a patio.

LANDSCAPING:

- Flowers were planted in front of the clubhouse
- Overgrown brush on the tree line was removed
- Began replacement of bushes in front of patios (16 were done in 2002, 16 will be done in 2003, totaling 70% of the units)
- Small trees by garages were removed and replanted in the field to act as a "Buffer Zone" between SCHOA property & the apartments. The trees looked nice in early development, but were becoming overgrown and some were dying. (Also a safety issue.) To replace the trees at all the units would have been too costly, so it was decided to allow the resident or homeowner to plant flowers or plants in that area of their choice.

PROPERTY MANAGEMENT:

- Jim Dix/CPMI did not renew their contract, and Daily's Property Management took over. Daily's contract was terminated in August 2002. Acting as association managers now are Bob Halsall (handling legal and financial matters), and Clara Fletcher (handling day to day operations).

WALK-ABOUTS:

- Used to look at the concrete (what needs repaired) and the state of the development in general. Two were done this past spring-found some problems and letters were written to residents/homeowners. There will be more done now with the new managers.

BUDGET:

- Complex has had 2 severe losses this past year. 2% of the losses had to be paid to the office manager at the time (Paul Daily). This was a non-budgeted expense (which has not been carried over to the contract

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of the new association managers). Several long distance phone calls were also incurred causing an additional expense.

YEAR AHEAD:

- Expenses to consider in the year ahead – possible leak in the pool, cracks in the fireplaces and increases in the insurance premium. Association dues will be raised \$5.00 starting January 2003 to help cover these costs. Dues for 2003 will be \$100.00 per month. It is the owner's responsibility to get the fees in on time to avoid late fees & interest. Additional future expenses are completion of the roof replacements and concrete repair (which had to be passed over this year due to roofing obligations). There are 6 buildings remaining on the roofing project, and they should be done in November.

ELECTIONS:

- Seats held by Judy Halsall, Bridget Clark and Bill Ziegler were up for re-election. Motion made by Bob Halsall to vote by Acclamation. Seconded by Dana Gang, and all voter in favor. There is currently one position open on the board of trustees, and there will be another opening in November. Steve Houtchen has expressed an interest in an open position.

MINUTES:

- Motion was made to accept the minutes from last year's annual meeting by Judy Halsall, seconded by Tom Lowen.

HOMEOWNER CONCERNS:

- Homeowner at 1366 has concerns regarding dead grass & weeds in front of their unit. 1385 has a leak in their unit due to gutter problems. There were also concerns regarding cars that are using the access lanes for parking. This makes it difficult for cars/traffic to get through.

Motion was made to close the annual meeting by Bob Halsall, seconded by Tom Lowen.

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Minutes accepted by the members of the homeowners' association at their annual meeting on October 7, 2003.

William Ziegler
President