

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

## Minutes of Regular Board Meeting

August 5, 2008

The August regular meeting of the Board of Trustees opened at 7:02 PM by the President and adjourned at 9:35 PM. The meeting was conducted at the Sycamore Creek PUD Homeowners' Association Clubhouse, 1450 Sanzon Drive, Fairborn, Ohio 45324.

- **Roll Call was taken:**
  - **The following members of the Board of Trustees were present:**
    - President William Ziegler
    - Vice President Judith Halsall
    - Secretary Douglas Raiford
    - Treasurer Hobert Hall
    - Member-at-Large Pat Zimmerman
    - Member-at-Large Ron Nischwitz
    - Member-at-Large Christine O'Dell
  - **The following members of the management team were present:**
    - Financial/Legal Manager Robert Halsall
    - Office Manager Clara Fletcher
  - **The following owners/renters were present:**
    - Rita Ziegler
    - Thong Tran
    - Dana Gang
    - Meloney Hall
    - Lenny Davis
    - Chuck Maloy
    - Richard and Maggie Perry
    - Sally Miller
- **Reading of the minutes, July 8, 2008.** The minutes were approved as amended.
- **Reports of Officers of the Board:**
  - **Secretary:** Deferred to the Management Report
  - **Treasurer:** Deferred to the Management Report
- **Reports of Committees:**
  - **Architecture (R. Halsall):**
    - Trim painting to begin soon. This will complete trim painting project for the entire complex. The next cycle will begin in two years at which point it will have been five years since the trim on the first units will have been painted.
  - **Landscape (R. Halsall):**
    - Met with Brickman Group regarding the shortfall in mowing frequency during the spring. They acknowledged the issue. Negotiations ongoing as to the form of compensation (Brickman prefers payment in services rather than some form of rebate).
  - **Newsletter:**

- Fall newsletter was distributed to the board for review. It will be mailed out the first day of fall. Any feedback should be returned prior to that.
- **Pool:**
  - The auto-dispenser for chemicals was restarted but promptly failed again. As it stands, based upon the performance track record of the device, we will not be using the device going forward.
- **Parking (T. Tran):**
  - An interoffice memo was submitted to the board stating for the record the parking committee's understanding of the parking enforcement policies going forward. It was noted that the parking policy itself is not changing—merely the enforcement of said policy. The memo will be on file for future reference. It was approved by the BOT that a new fee of twenty-five (\$25.00) would be charged to the unit owner when a vehicle is towed due to the new requirements and workload.
  - During the previous month, several warnings were distributed. One vehicle was towed.
- **Social Events (P. Zimmerman):**
  - A suitable venue for the next outing will be investigated.
- **Management Report:**
  - The management report was provided to the members of the Board of Trustees and explained.
- **Unfinished Business:**
  - The tennis and basketball court resurfacing bid was discussed. The board approved the acceptance of the contract, work to begin in the spring. Another board member indicated that there might be other contractors that could be approached. These contractors will be investigated. The board's approval of the contract is contingent upon the findings of this investigation, as well as total costs remaining under \$20,000 including the fencing. The board of trustees approved a special assessment of two hundred dollars (\$200.00) for each unit to be paid not later than 31 December 2008, to cover the cost of the tennis court repair.
  - The Fire Marshal promised SCHOA a letter clarifying the law concerning gas grills. The Fire Marshal still has not responded. It was suggested and accepted that a follow-up letter (with attachments) would be sent to the city manager.
  - American Family Insurance has provided a letter to SCHOA attempting to clarify a specific passage in the policy (concerning terrorism). The board felt that the meaning was still somewhat unclear, and will invite the insurance agent to a future meeting to explain in person.
  - An issue with the newest mailbox installed (the fact that it is only accessible by homeowners from the lawn side) is still being worked through the Fairborn Postmaster. The BOT Treasurer volunteered to make some calls in the coming days.
  - A handout was distributed to the board members for consideration and discussion at the next board meeting. The handout contained proposed language for changes to the bylaws (policy letter amendment) that would allow for a relaxation of some rules pertaining to the use of common areas.
- **New Business:**
  - Arbitration (regarding noise complaints) was scheduled between the occupants of 1360 and 1366. The scheduled date is Tuesday, August 12, 2008 at 7:30PM.
  - A finance oversight/long range financial planning committee was established. The members include a member of management, a board member (the treasurer), and a homeowner not on the board. The committee members are as follows: Robert Halsall, Lenny Davis, and Hobert Hall. Its first order of business will be a close examination of the community's financial needs for the next few years to establish an accurate and realistic 2009 budget. This will facilitate determining whether, and to what degree, the monthly installments (dues) must be increased. A first meeting was scheduled for the 14<sup>th</sup> of this month.

- Winter snow removal contract renewal: The bid for the next two years was received from our current service provider. The flat rate fees increased substantially, while the per-hour rates decreased, slightly. This year, the association was on a per-hour rate. The board approved the per-hour contract, contingent upon the acquisition of a few additional bids, and their rates still being competitive.
- The letter from 1468 was reviewed (dated July 29) by the BOT and it was found that there were no new issues or anything that needed to be answered outside of the minutes.
- **Homeowners concerns:**
  - An incident was reported of an arrest being made on SCHOA premises of an individual (not from this association) that exhibited erratic (intoxicated, possibly drug related) behavior. This notification was for informational and cautionary purposes only.

Minutes accepted by the Board of Trustees at their regular meeting on September 2, 2008

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William Ziegler

President

Filename: august 5 meeting minutes.doc  
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