

# **Colonial Park Homeowners' Association, Inc.**

## **Community Meeting Minutes**

**May 14, 2018, 6:30pm**

**Heritage Community Church**

- I. Roll Call
  - a. Meeting began at 6:37pm.
  - b. Verified all homeowners present were accounted on the sign-in sheet.
- II. Proof of Notice of Meeting
  - a. Email sent on April 25, 2019
  - b. Spring/summer newsletter to homeowners delivered on May 11, 2019
  - c. Email sent on May 11, 2019
- III. Officer Reports
  - a. President
    - i. Expanded the services of our management company to help meet additional needs of the community.
    - ii. Annual meeting (and elections) has been postponed until November 2019 to allow for transition to expanded services.
  - b. Vice President
  - c. Secretary/Treasurer
    - i. A copy of the HOA's 2018 December financial report was available to homeowners. A brief review and discussion occurred.
    - ii. HOA 2018 financial reports were audited and minor accounting changes were made; otherwise, no concerns were noted. The audit is available for review by an eligible member of the Association.
    - iii. A copy of the Community's 2019 March YTD financial report was available to homeowners. A brief review and discussion occurred.
    - iv. A summary of the Community's assessment delinquency was provided. As of April 30, 2019, four homeowners were in arrears greater than 60 days, with 91% of the delinquent balance attributable to two homeowners. Discussion revolved around the actions (including, but not limited to, judgments, liens, and foreclosure) that are being employed to collect on past-due accounts.
- IV. Committee Reports
  - a. Architectural Control Committee
    - i. Would like additional homeowner involvement. Please contact the Board.
  - b. Landscaping Committee
    - i. No report
  - c. Community Events Committee
    - i. Would like additional homeowner involvement. Please contact the Board.
  - d. Open Space Committee
    - i. No report

- V.      Actions without Meeting
  - a.   Approved contract renewal for landscaping maintenance.
  - b.   Approved expanded management company contract.
  - c.   Approved sidewalk repair in Phase III on Teacher Lane.
  - d.   Approved bench repair/replacement on Garfield Avenue.
  
- VI.     Unfinished Business
  - a.   Open Space Planning – Board continues to want to enhance our open spaces. No additional actions have yet occurred. Homeowners who are interested in helping this initiative are requested.
  
  - b.   Speeding / Speed Bump Installation – No additional actions have yet occurred.
  
  - c.   Heritage Community Church subdivision – The Board has contacted our attorney for additional actions we can take. Primary concern is with homes whose driveways are off of Colonial Park Drive. More information will be shared with homeowners when available.
  
- VII.    New Business
  - a.   After soliciting and evaluating several HOA management companies, the Board decided to expand the services provided by Community Association Management. This primarily includes managing/conducting inspections and facilitating maintenance needs. This expansion of services was necessary as the amount of work grows. For 2019, the additional cost can be absorbed within our budget.
  
  - b.   Community inspections will be conducted between May 23<sup>rd</sup> and mid-June, and homeowners will begin receiving notice of violations beginning in mid-June.
  
  - c.   We discussed actions that are available to the HOA when unable to resolve a homeowner's balance due the HOA. Discussion included foreclosure, sheriff's sale and lien/personal judgments.
  
- VIII.   Homeowner Feedback
  - a.   Concern expressed about solicitors. There is little we can do to control them, as police have more important things to do. Colonial Park is a no-soliciting community, and homeowners should remind a door-to-door solicitor of the no-soliciting signs posted at the entrances of our community.
  
  - b.   Concern expressed that the sidewalk over the drain on Colonial Park Drive adjacent to the large open space needs to be addressed. Board will report it to the community manager.
  
  - c.   Concern that the benches on Colonial Park Drive near the retention pond may be attracting suspicious activity.
  
  - d.   Concern that several homeowners' vehicles are blocking the sidewalk. Suggested to include in the next community newsletter.
  
  - e.   Concern expressed that several homeowners are not properly maintaining their home/lot and appreciated having the management company focus more on addressing some of these issues.

Meeting adjourned at approximately 8:06pm.

Next community meeting will be announced at a later date.

Homeowners in attendance:

1228 CP	1244 CP	8107 MA	8123 MA
1237 CP	1246 CP	8113 MA	8408 GA
1242 CP	1267 CP	8117 MA	