

# Blackthorne Estates HOA Board Meeting

Minutes    November 16, 2021 7:00 – 9:45 p.m. CT    Sunrise Point Elementary Commons

<b>Type of Meeting</b>	Fall HOA Board Meeting
<b>Facilitator</b>	Quinton Huffman, HOA Board Vice President
<b>Note Taker</b>	Susan Pallucca
<b>Attendees</b>	Board Members: Quinton Huffman, Susan Pallucca, Matt Piotrowski    Unable to Attend: Byron Lewis, Magda Belden Blackthorne Estates Residents: 29 Homeowners
<b>Documents Provided Onsite</b>	Meeting Agenda, 2021 Financials and Community Project List (2021-2024)

## I. General Updates & Opening Remarks – Quinton Huffman

HOA Board member introductions and statement of appreciation for residence attendance and participation.

As a Board we have focused on reviewing the community by-laws, where we stand financially and understanding the current state of the HOA.

## II. Open Forum – Floor opened to residents to be heard on items not included on the formal agenda.

A question was raised on the current HOA board member's terms. It was addressed that previous term limits were not in the control of the present board in attendance and Quinton Huffman, Susan Pallucca and Matt Piotrowski term will extend until spring 2023.

Elections for two HOA Board officer openings for the 2022 -2024 term will be routed to the community for a vote in Q1 2022.

Concern of commercial and resident vehicles speeding in the community was stated, reiterated posted speed is 25 mph and is dangerous for children playing, people walking or on bicycles. **Suggestion: Additional signage be posted throughout the community reinforcing speed limit.**

Issues with dirt styled motorcycles on berms, walking path and street as well as golf carts on the walking path and street. **Suggestion: Post notice on community website, place sign at community entry and at each walking path entry point as well as place a gate at each walking path entry. Residents should contact police when they see or experience unauthorized vehicles in these areas.**

Concern voiced that the community entry fountains do not work properly and compared to surrounding neighborhoods ours is subpar and needs to be redone (needs new landscaping and fountains need to work all the time instead of some of the time).

Statement was made that when the community was built that there was a requirement of trees circumference allowed and \$1500 – \$2000 was included in homeowner landscape allowance. This was addressed stating that the Blackthorne Estate by-laws would need to be reviewed to determine what is applicable. See decorations and restrictions.

Request was made for where residents should send inquiries. This was answered by advising submit all requests to [blackthorneestateskc@gmail.com](mailto:blackthorneestateskc@gmail.com).

Comment was made the HOA board needs to follow the HOA by-laws, which has not occurred the last few years. It was addressed by Quinton Huffman that the current board plans to create formality in which the board is run, and we will be following the by-laws and statute of Kansas laws.

Comment on that fact that dues were raised in the past, but the dead trees have been a budget line item for years and still have not all been removed and no replacement trees have been planted. Resident advised that she removed two trees on her own, paying for the service to remove them. Requested when she put up a fence, that it be a foot higher to keep kids out of her yard. Byron Lewis contacted her and advised that fence could not be raised. She voiced that there were a total of four dead trees removed from behind her house (two she removed and two the HOA removed) and she wants at least two trees replaced to have it represent the landscaping the way it was when she purchased the home. She also stated that when we drive into the neighborhood, we want it to look nice.

Resident commented that some of the dead trees are small, which the landscaping company can remove but there are larger trees on the berm that need to be removed by a reputable tree company. **Action: Board will talk to Volz Landscaping to understand their capabilities.**

Resident agreed that we should raise dues regularly to keep the neighborhood nice.

Consideration raised regarding curbs that are falling apart. Need to level and make safe. This can be an item that the City of Overland Park (request submissions can be made on their website) is responsible for maintaining. Several areas need repair. Sidewalks are the resident's responsibility. **Action: Joe Wurtz volunteered to survey and collect data and provide to the HOA board. Received data 12/29/21.**

Concern raised that the community lighting is insufficient. Request was made if the HOA can add funds into the budget for lighting upgrades for the front entrance and streets. Note: Builder is responsible for path lighting and the city pays for it. We would need to identify cost and where that lighting would be placed.

Question proposed on "who is liable for risk?" We can talk about neighborhood aesthetics, but safety is a priority.

Safety issues with some drainage on sidewalks. **Response: The HOA is aware of one issue and is working with the homeowner to fix it.**

Part of the reason a resident chose this neighborhood was the pool and walking trail. She stated she is in favor of raising the HOA dues to maintain the neighborhood. Suggested that we get others involved to provide assistance with projects that require attention in the community.

Question regarding if the community received a credit on the months that yard waste was not collected between August 9 – October 4. **Response: Confirmed that a credit was issued.**

**LAST CALL FOR PUBLIC COMMENT STATED AT 7:54 p.m. CT**

### III. 2021 Financial Status and Proposed 2022 Budget Review – Quinton Huffman

**Budget Update** – Budget January through September 2021 was presented. With 170 homes in the neighborhood, our dues generated \$119,000. Quinton then went through several proposed revisions to the 2021 budget.

Items to Note:

Ground Maintenance – Dead Tree Removal – Quinton proposed resident's that have any dead trees send an email to the [blackthorneestateskc@gmail.com](mailto:blackthorneestateskc@gmail.com) and the HOA will coordinate with Volz Landscaping to remove.

Added \$2000 to 2021 budget for Hoop Backboard replacement

Pool Maintenance

- Pool camera was a 3-year agreement, and we no longer pay a fee
- Pool required daily water fill, so cost increased

Waste Management – Slightly higher expense. Discussion on if we should look for a new trash company.

*Motion made by Quinton Huffman, seconded by Susan Pallucca to pass the revised 2021 Budget and Projections.*

*Motion Passed unanimously.*

Discussion on the proposed 2022 budget and increases to Annual Dues:

- Increase in HOA Dues from \$700 - \$900 a year; that will generate \$153,900
- Capital expenditure for pool refurbishment estimated at \$70,000

Pool Renovation – Susan Pallucca

The pool is almost 23 years old and needs renovation or it will not pass Johnson County inspection. The HOA contacted seven companies to collect bids. No response from three, one declined bidding the job and three provided quotes that were competitive.

Discussion on refurbishment and additional options including suggestion that we totally redesign the pool (e.g., larger, zero entry). Discussed that this would be extremely costly, and we do not have the funds to support this type of project in the near future.

Quinton recommended that the HOA board collect new bids for the pool refurbishment and present those at the Q1 HOA meeting for discussion and selection of a contractor.

Once vendor is selected, the board will work through contract negotiations and schedule pool refurbishment after Labor Day 2022.

Quinton advised that it is recommended that HOAs have cash on hand equivalent to 70% of budget total. Increasing dues by \$200 allows for pool refurbishment. Half the pool refurbishment cost would come from 2022 dues increase and half would come from cash on hand. Projected cash on hand would be \$31,000 at the end of 2022 and 2023 budget would build back up our nest egg. We cannot go into contract for a pool refurbishment without having the cash on hand

to fulfill the contract. Reconvene at a later meeting to revote on selection of contractor and pool renovation timeline.

### **Questions Raised from Residents on the Budget**

Is the pool phone and Wi-Fi paid year-round? **Action: Board will check regulations and verify.**

Discussion on replacing basketball hoop (backboard was shattered). There was a proposal to replace the basketball hoop. Some resident's voiced concern over the early morning and late evening (5 a.m. – 12 a.m.) usage from kids playing basketball. **Suggestions: Move the basketball hoop so it is not bordering neighbor's property. Post hours as sunrise to sunset.**

*Board members voted on replacing the basketball hoop and it passed. Action: HOA Board will get a quote and target replacing in spring 2022.*

Concern raised that some tree limbs on the parkway are exceptionally long and hang over the street. **Suggestion: Dennis Keegan and Robert Urbanek volunteered to identify trees and then the HOA would need to hire an arborist to tag and trim branches. If we do this the HOA should place a notice on the website advising to residents.**

Decision was made to revisit pool refurbishment expenses at Q1 Board Meeting in 2022

*Motion made by Quinton Huffman, seconded by Susan Pallucca to pass the 2022 Budget including raising the dues to \$900 per home.*

*Motion Passed unanimously.*

### **IV. 2022 Board Member Elections**

- Two open positions for 2022 – 2024 term to retain a full board as specified in the by-laws. For those interested in volunteering, please submit a short bio, and send to [blackthorneestates@gmail.com](mailto:blackthorneestates@gmail.com) by Monday, January 31, 2022, for elections held in March 2022.
- Other volunteer opportunities include (all committees have openings):
  - Architectural Review Committee
    - Responsible for enforcing the community's architecture standards as outlined in the declarations and restrictions
  - Communications Committee
    - Develops and distributes HOA communications and manages community website
  - Social Committee
    - In charge of planning community events and making sure that homeowners have the opportunity to meet their neighbors
  - Pool Committee
    - Monitors contract work budgeted each year. Oversees pool usage, maintenance, and equipment of the pool. Reviews the pool rules and regulations annually and presents recommendation for changes to the Board of Directors for consideration.

- Welcome Committee
  - Responsible for introducing new homeowners to the community, assembling, and distributing the welcome packet, as well as fielding any initial questions they may have

Quinton made recommendation that at the Q1 HOA meeting that we move to have the election by proxy and transferring of HOA Board members to occur in Q4 versus the current Q1 timing so they can begin in January and serve a full two-year term. This change would start in Q4 of 2022.

Quinton put forward request for any volunteers and the following residents responded:

- Architectural Review Committee Volunteers: Kristi Brown
- Pool Committee Volunteers: Lynne Heflin
- Welcome Committee: Francine Prehm

#### **V. Reports of Officers and Standing Committees**

- a. Architectural Review Committee
  - i. No report
- b. Communications Committee
  - i. Not an active committee
- c. Social Committee
  - i. Not an active committee
- d. Pool Committee
  - i. Report given and notes included in minutes
- e. Welcome Committee
  - i. Not an active committee

Resident requested if the HOA has insurance to indemnify board members. **Response: "Yes"**

#### **VI. Scheduled Meetings and Events**

Scheduled Meetings: Annual HOA Meeting, February/March 2022 (specific date TBD)

Note: This meeting may be held virtually using the Zoom platform

Scheduled Events: None currently

#### **VII. Closing Remark & Next Steps**

Thank you all for attending, participating, and sharing your perspective and ideas. In the coming year we will be looking at ways to streamline process, improve communication and looking into the issues and suggestions that were raised during this evening's meeting and reporting back on our progress.

*Motion made by Quinton Huffman to adjourn the meeting. Seconded by Susan Pallucca.*

*Motion passed unanimously.*

**Meeting Adjourned @ 9:45 p.m. CT**