

# **DRAKE LANDING CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING November 8, 2008**

The Drake Landing Condominium Association Board of Directors met on Saturday, November 8, 2008, at the Wilderndest Conference Center. Directors Gerry Hibbard, Bren Davis and Tom Silengo were in attendance, as well as owners John Feeney and Karen Fitzpatrick. Barb Walter-Director of HOA's and Daniel Vlcek-Director of Property Management represented Wilderndest Property Management. The meeting was called to order at 10:00 a.m.

## **GENERAL FINANCIAL DISCUSSION**

Mr. Silengo expressed his concerns regarding levying a special assessment, which has a negative public perception, as opposed to increasing dues. He compared the dues at Drake Landing to those at Retreat on the Blue, which is a similar property. The dues at Retreat on the Blue are considerably higher and he suggested raising the dues at Drake Landing to that same level, perhaps over a multi-year time frame.

## **BUDGET REVIEW**

Ms. Walter presented the budget as revised by Tony Snyder since the annual meeting, which included substantial reductions for line items On-Site Hours, Gas, Electric and Snow Removal and minor reductions in some of the maintenance and hot tub line items. The budget also included a dues increase of \$76,000 with \$60,000 of the increase allocated to the Reserve Account.

The Board reviewed this budget version line by line and made adjustments in Operating Expenses. Items of note included:

- 611 Management Fee – The fee was reduced to \$25,000 and WPM will provide a specific list of services included in that cost. The current services list was reviewed and it was suggested that some of the items on the list should not be covered by the HOA but rather by the individual homeowner.
- 665 Trash Removal – Various ideas for cutting this expense were discussed, including putting a key pad on the door to control unauthorized dumping, cut back on the number of pick ups and adding signage to the door to say “No Trespassing”. The Board will take all suggestions under advisement.
- 668 Gas – Owners should be reminded to leave unit thermostats at a consistent level because constantly adjusting the temperature setting actually uses more energy. Fireplaces should be turned on for additional heat. WPM was instructed to set the heat in the garages to a standard 52 degrees.
- 669 Common Area Electric – The parking lot lights are on photocells and the light bulbs are not CFL's. WPM was instructed to change them to CFL's as soon as possible. It was noted that the interior hall lights are already CFL's.
- 670 Garage Maintenance – Questions were raised regarding the responsibility of certain garage maintenance items, such as exterior door staining, the door weather stripping and the door opening mechanism. Ms. Walter will review the HOA Declaration for responsibility clarification and present her findings to the Board.
- 671 Plumbing and Heating – Mr. Silengo recommended leaving this line item budget at \$5000 even though the actual expense has been considerably less because the boiler systems are complicated and may require more service by an outside contractor.
- 674 Landscaping – Neils Lunceford fine-tuned their proposal for landscaping services for the year. Their proposal includes turning on the rock pond in the spring but it was noted there is a problem in the wiring to the GFI breaker for the pond because it shorts out during rain. The Board decided not to repair this electrical issue and not to turn on the pond in the spring, which will result in savings in electricity, the wiring repair cost and landscaping costs. Ms. Davis will inform Neils Lunceford of this change in their service proposal. Future considerations to

decrease landscaping costs are changing some of the grass areas to rock and cutting back on the watering schedule.

- 676 Roof Snow Removal – This line item was drastically reduced due to the Board's decision not to perform snow and ice removal this winter. The only exception to this decision will be if the ice dams create a danger or if a leak occurs.
- Hot Tub Expenses – There was lengthy discussion regarding closure of the hot tub amenity. However, after determining the total costs for labor, chemicals, and repairs to be only approximately \$12,000 per year, the Board felt this was a minimal cost for the amenity. However, unauthorized use and security issues were also discussed. Increasing the height of the fence will be considered by the Board.

All the discussed expense adjustments resulted in cutting approximately \$20,000 from the previously proposed budget. However, the Board still recognized the need for either a substantial dues increase or a smaller dues increase with a special assessment later in the year. Various options were reviewed and discussed. It was decided to leave the \$76,000 total dues increase in the budget with \$60,000 allocated to the Reserve Account. Although the budget includes no special assessment at this time, there may still be a need for one to cover the cost of exterior staining next summer. The Board made a commitment to fine-tune the Major Maintenance Chart with the intention of attempting to get lower pricing for the staining project.

**RESOLUTION: Upon motion made, duly seconded and unanimously carried, the budget was approved as revised.**

Ms. Walter will have the Accounting Department make the designated changes in the budget and present to the Board for final review prior to distributing to the membership. She will also write a draft memo explaining the justification for the dues increase for the Board's review. Both documents will be emailed to the Board on Monday for approval as soon as possible to facilitate providing the information to the owners in a timely manner before the Continued Annual Meeting on November 15, 2008.

#### **APPROVAL OF REVISIONS TO THE RULES AND REGULATIONS**

After a brief discussion of the revisions to the rules and regulations previously distributed to the membership for comment, the following resolution was made.

**RESOLUTION: Upon motion made, duly seconded and unanimously carried, the Board approved the proposed revisions to the rules and regulations; changes will go into effect on December 1, 2008.**

#### **NEXT BOARD MEETING**

The next meeting is the Continued Annual Meeting scheduled for November 15, 2008, at 10:00 a.m. The Board will meet prior to the meeting at 9:00 a.m.

#### **ADJOURNMENT**

The Board expressed appreciation to Mr. Feeney and Ms. Fitzpatrick for their time and participation in the budget discussion. The meeting adjourned at 2:55 p.m.