

**Fairways HOA**  
**DRAFT**  
**Annual Membership Meeting**  
January 22,2024

President David Brendsel **Called to order** the Annual Membership meeting of the Fairways Homeowners Association at 10:01 a.m. which was held in the HOA conference room.

The **Pledge of Allegiance** was said by all.

**Roll call** was taken by Secretary Denise Fell and Board Members; David Brendsel, Tom Braunscheidel and Steve Spitzer were present. Rosemary Donoghue had an excused absence.

Secretary Denise Fell established that quorum had been met with 37 Residents represented at the meeting by in-person attendance or proxy. Proof of notice had also been accomplished with numerous communications sent to the Fairways residents.

The Minutes from the April 23, 2023, Annual Membership meeting was approved as presented.

### **Presidents Report**

President Brendsel invited Tom Huke our service representative from TruGreen to discuss the transition of our lawn care services from Orkin to TruGreen. Tom himself was only notified in December that Trugreen had acquired the Orkin business. Tom indicated he was very familiar with our landscape needs as TruGreen had serviced us in the past. He said that the Fairways will continue to receive the same level of care in lawn weed control, fertilization, and tree/shrub care that we have received in the past within a dollar of our previous costs with Orkin.

TruGreen also discussed aeration on the fronts and sides of all the properties with follow up of a granular potassium application to get the potassium directly down to the turf system. The aeration will help break up the soil compaction and allow nutrients, oxygen, and moisture deeper into the root base. Resident Swisher 20762 asked if this aeration process could be done in the backyards as well. Tom indicated it could be expensive (\$79 per home) if they just did a few houses vs all 75 homes. Tom indicated he would present us with a cost to complete the entire neighborhood. Steve Spritzer mentioned prior to the aeration being performed we would need to have all the sprinkler heads marked as well as the cable and sprinkler lines. Steve confirmed that he would work with Mainscape and sunshine811.com to have this completed. Tom had also indicated our lawn service (Roberts) was causing some havoc on our lawns. (Height of cut, weed whacking of lawns, compacting, driving over bed edging) Members of the

Board are scheduled to meet with Joyce Gillespie at the HOA on Monday January 29<sup>th</sup> to discuss our concerns.

We have new Residents in our Fairways Community. Excited that Alma McMullen joined the meeting today and has already volunteered to be on the Building Committee.

- 20728 Gary & Alma McMullen
- 20770 Angelia Kelley & Jacqueline Vaught
- 20802 Kevin & Jolie O'Donnell

### **Treasurer's Report**

Treasurer Braunscheidel presented the fiscal year-end (September 30,2023) financial report.

Annual Meeting:

1. Completed 2022-2023 fiscal year plan with actual expenses \$5,045 better than plan. This is \$690 dollars better than estimated when the current 2024-2025 budget was finalized.
2. There is still \$7,821 dollars remaining in the Operating account that was not used from the \$15,000 moved from long term (Capital) reserves in the 2021-2022 fiscal year. My recommendation would be that we raised a motion to move these funds (\$7,821) from the Operating account back to the Capital account. Motion 24-03 will be created by Director Fell for Board approval.
- 3.
4. 2023 fiscal year end:
  - a. Operating Accounts (FineMark NOW Checking); \$38,431.71 (includes \$7,821 as described above).
  - b. Capital Account (FineMark MMA); \$47,599.53.
  - c. 18 month \$65,000 BMO CD with accrued interest \$67,440.99
  - d. 30 month \$65,000 BMO CD with accrued interest \$67,440.99.
4. All Resident accounts current as of fiscal year end (2022-2023)
5. Outlook: Inflation in 2023 has come down significantly from the prior two fiscal years. This will continue to be monitored. As a general guideline for the creation of the 2024-2025 budget we'll use something in the vicinity of 3.5% when estimating costs for

timeframes not under contract. If our vendors supply a planned cost increase for contract renewals, we'll use that figure in our budget planning process.

- CD's
  - Two CDs were opened on November 14, 2022, with BMO Harris Bank with an interest rate of 4.21% with an APY of 4.3%
    - One 18-month CD for \$65,000
    - One 30-month CD for \$65,000
  - FHOA income tax expenditures were increased in the 2023-24 budget to cover the increase in interest income from these two CD's.
  - We also planned to open a third CD during the 2023-2024 fiscal year, provided that CD rates remained favorable.
- Future Requirements for Budgeting:
  - Mulch forecasting: We have the new contract offer for mulching in 2024-2025 fiscal year from Southeast Spreading. The increase is 3%.
  - For budgeting purposes, it would be helpful to get the planned increases from our other landscape providers when their contracts expire September 30, 2024. If not, we'll use an inflation factor as noted above.
  - Accounting Services in 2023-24 increased 11% in the current 2023-24 budget (from \$506.48 to \$562.09). I'm expecting that future increases will return to contracted inflation levels. I'll work with the controller and assistant controller to finalize this during the draft budget development.
  - As stated last year, new metal roofs will not need cleaning for the foreseeable "budget" future. However, they are still being included in the budget planning process.

## **Building & Grounds Report**

V/President Spitzer presented the Grounds report.

- The Mulch application was completed in November with no feedback so assuming Residents were pleased with Vendor and Service.
- Currently switching to TruGreen due to acquisition of Orkin for lawn and shrub services. TruGreen's cost will remain within one dollar of our previous contract with Orkin. TruGreen is willing to align their contract periods to our budgeting schedule.
- Steve will continue to work with Klopack to enhance their maintenance of our community. Some improvements that we will see are:

- Steve will make sure to communicate to the residents if Klopach is going to deviate from their published schedule so the Residents can put bright ribbons on the trees, shrubs, and other plants.
- No more hard cuts

### **Board of Elections**

The Board accepted the Letter of Resignation from Ron Barrett and thanked him for his service to this community.

With the resignation of Ron Barrett and Brendon Gallagher it opened two positions on the Fairways HOA Board.

### **Community Discussion**

Most of the discussion was concerning the landscaping services that will be provided by TruGreen.

Director Fell to follow up with the district (Magnolia) to see when the repairs will be completed to the wall that separates some of the homes on Kaidon Lane from the Magnolia community.

Meeting adjourned at 10:55 a.m. by Tom Braunscheidel seconded by Steve Spitzer

Next Annual Membership Meeting – January 20, 2025, in the HOA Conference room.

Respectfully submitted,

Denise Fell  
Secretary