

New Columbia Owners Association Meeting  
Owners Association Minutes  
November 27, 2012

Attendees:

Owners Association

Tom Brenneke  
Molly Rogers  
Chad O'Lynn

Guests

Erik Fabian, GRES  
Matthew Fullen, GRES  
Ofc. Stroebel, PPB  
Ofc. Schmerber, PPB

Membership

Caren Cox  
Steve Pickering  
Randy Smith  
Anita Davis  
Janis Khorsi  
Doug Deane  
Carlos Chavez  
Trisha Craig  
Megan Derrick  
Marcia Knutson  
Juan Luna  
Kristine Kukich

The meeting was called to order at 6:30 pm by Tom Brenneke

**I. Review of August 2012 Minutes**

Erik reviewed the minutes from the August 2012 meeting.

Follow up from August meeting includes:

- Status of boarded up house on Adriatic
  - The bank stated that repairs will begin shortly. A contract has been signed to commence home rehab. No fees have been assessed. If repairs not initiated by Feb. meeting fees will be assessed.
- Charting and accurately allocating repair expenses
  - OA pays for 74% of water and landscaping for common exterior grounds. This is based upon acreage.
- Drain clean out and integrated wastewater plan
  - Not budgeted in 2012. Has been included in 2013 OA budget.
- Exterior lighting
  - Erik outlined progress to date. Includes contact with Walsh and Metric. Next steps include engaging 3<sup>rd</sup>-party Electric group to assess four blocks of property and document findings revolving around consistency of original design vs. construction. Will provide an update at Feb. OA meeting.
- Affordable dues annual eligibility
  - Guardian assessed eligibility with 39 existing OA members eligible for abated dues. Only 16 OA members eligible for abated dues in

2013. Owners have been notified and will be expected to pay full dues effective January 2013.

- RR Study Update
  - Reviewed the 2013 NCOA Maintenance Plan and Reserve Study Update: Level II with Visual Site Inspection performed and provided by Schwindt & Co. Incorporated 2013 capital improvement recommendations into the 2013 budget. Molly indicated she would like a reassessment of capital replacement dates.
- A/R write-offs
  - Erik outlined A/R balances and the fact that outstanding balances have not been written off since December 2011. Based on best practices and recommendations from Vial, Erik proposed that outstanding balances over 120 days be written off but collections efforts continue. Tom motioned to approve, Chad seconded and Molly confirmed Board approval.
- Enhanced dues collection options
  - Currently, if an owner gets behind on dues they are sent to Vial for collections efforts pursuant to the current Board approved collection policy. If the owner does not become current Vial will file a lien on the property, garnish wages and otherwise seek assets to recoup past due balances. Other strategies are at the OA's disposal. One is to enforce the lien on the property and foreclose on the property. The Board considered this option and recommended utilizing this action on a trial basis.
- Guardian OA contacts
  - Matthew Fullen, New Columbia Community Manager, will now be an additional main contact for OA related community concerns. His name will be added to the website as an additional contact and resource for the NCOA

**Motion:** Tom initiated approval of the minutes, Chad seconded, and Molly provided the final approval on the minutes

**Action:** The August 2012 minutes were approved

## **II. New Columbia Community Safety**

Officers Stroebel and Schmerber of the NC PPB Detail presented an overview of successful coordinated PPB/Guardian management actions to date that have defused the issues that peaked over the summer. The Officers outlined how two teens had been the main culprits linked to the multiple gunfire actions across the community. Erik outlined how the Metro Watch contract augments the PPB presence and the cost of this activity to the community. Additionally, Erik outlined the true cost of the PPB contract to the community and how the OA does not contribute to the \$200k PPB contract expense. NC benefits from a higher ratio of police than other places in the city. A percentage of community police expense added to 2013 budget. Homeowners have concerns about adding this to budget

and this expense was not originally presented to the community as an expense the association was responsible for. Adding to budget means an increase to overall OA expenses. This expense will be included in the 2013 OA budget.

Caren commented on the psychological toll the summer events have taken on her and her family. She stated that she and her grandchildren have been negatively affected by gun related activities and that she will be looking to sell and relocate because of these activities.

### **III. ARC Guidelines Update**

Chad presented a draft ARC Guidelines document he would like to post on the OA website for community feedback. He provided a summary of how this document was inspired and stated he intends this document to provide greater clarity to OA members when requesting Board approval for changes to their property, structure or property use. Chad requested the document be posted to the OA website in January and to collect member feedback through the month and present collected feedback at February OA meeting.

### **IV. Community Survey**

Chad presented and outlined the Community Survey he would like to offer to the OA in order to evaluate Guardian performance, Home Forward Resident Services activity and Owner overall satisfaction with the NC Community. Molly has been involved in the development of this survey and will assist in coordinating survey distribution and results tracking through survey monkey. The survey will be made available for member feedback in January with results to be discussed at February OA meeting.

### **V. Financial Overview**

Matthew and Erik presented a financial overview of the NCOA for the fiscal year through October 2012. The association is performing favorable to budget through October 2012. Expenses to monitor include payroll, landscaping, garbage collection and non-recurring expenses. Matthew/Erik forecasted year end performance to meet budgeted expectations.

### **VI. 2013 Draft Budget Preparation**

Matthew and Erik also presented a proposed 2013 OA budget. Items of note included:

- Payroll- Ensure payroll is expensed consistent with budget
- Security- Increase to security to include OA portion of MetroWatch and PBB contract
- Garbage- Increase to reflect Junk-Away contract and benefit to overall community
- Landscaping- Revise and reduce projected 2013 expenses to be in line with 2012 expenses

The proposed budget will be revised and posted on the OA website.

Future financial presentations to include balance sheet to confirm operating cash account and reserve balances.

### **VII. Member Comment**

OA member Steve Pickering expressed gratitude for the transparency in financial updates and 2013 budgeting process. He expressed satisfaction in the detail of reporting and transparency in proposing dues increases. While he does not necessarily support an increase in dues he expressed appreciation for Guardian and Home Forward being transparent in their reasoning for proposing an increase in dues. Steve also proposed that the Board focus more on stabilizing home values across the community. One proposal is to reduce/eliminate low income rental units. Tom and Molly responded that due to the LIHTC regulations this is not an option but that the Board can be more cognizant of how their decisions may impact home values.

Meeting adjourned at 8:50 PM.