

# THE GROVE HOA BOARD MEETING AGENDA

JULY 6, 2020 AT 7 p.m.

1. Call to Order - **Kevin Watler, president**
  - a. Remarks
  - b. Roll call
    - i. Cyndi Wolfe, Cindy Cole, Sara Sigman
2. Open Forum
  - a. Speakers who would like to address the Board of Directors have 3 minutes to make a statement. Only those who sign up prior to the meeting will be allowed to speak during this time. To sign up, the speaker must send an email to [HOA@grovehomeowners.com](mailto:HOA@grovehomeowners.com) by 5 p.m. the day of the meeting. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must also follow the meeting rules listed at the bottom of this agenda.
    - i. None
3. Architectural Control
  - a. Backyard patio fence requirement-after research and polling of owners, a motion for new vinyl fencing going forward carries.
    - i. #99 proposal-new requirements to be sent to unit #99 owner.
4. Reports - **Kevin Watler, president**
  - a. Violations
    - i. Garrison Properties (property manager) conducted a drive through of the community and noted 14 units with violations. Letters were sent to owners and occupants of those units. Garrison will follow up with these units and proceed with fining if not corrected within required timeframe.
  - b. New residents/owners
    - i. Residents
      1. Units: 2, 9, 21, 30, 31, 32, 40, 42, 46, 50, 59, 68, 71, 79, 90, 100, 108.
      2. \$725.00 collected in new application fees.
    - ii. Owners
      1. Units: 59, 68, 76, 84, 117
    - iii. Amenity access fobs
      1. Six were issued or reactivated-\$225 collected.
    - iv. Owner/resident registration
      1. 66 out of 120 are fully compliant. Multiple requests have been sent to owners. Forwarding the issue to Garrison Property Management for fines.
5. Maintenance
  - a. Lawnservice - **Kevin Watler, president**
    - i. Bids were received from 4 companies to replace US Lawns who currently is not taking care of our community properly. The lowest bid was from Garrison Landscaping (owned by Garrison Property Management). Motion carries unanimously to switch to Garrison Landscaping.
  - b. Fitness center - **Sara Sigman, member at large**
    - i. Changes to be made to fitness center include: lighting, sliding doors removed and replaced with French doors and new air conditioning window unit.
  - c. Clubhouse - **Sara Sigman, member at large**

**MEETING RULES: Owners/residents may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting.**

- i. The French doors to the pool will be replaced with a glass push door.
  - d. Electrical upgrades (master meters) - **Cyndi Wolfe, treasurer**
    - i. Three buildings have been completed and five more to be done. Building #13 is scheduled for 7/8/20. The work is carried out by Cross Wired Electrical.
  - e. Roof inspections - **Kevin Watler, president**
    - i. Musick Roofing was asked to inspect all roofs in January and it has not been completed. We will ask Garrison Properties to find another company to inspect.
  - f. Mansards - **Kevin Watler, president**
    - i. Musick Roofing has been called to repair shingles falling off since they are under a 10-year warranty with 9 years remaining.
    - ii. Musick Roofing was asked to inspect mansards. That was done. All mansards that were not replaced during our recent re-roofing project are in poor shape. May call special meeting to discuss.
  - g. Gutters - **Kevin Watler, president**
    - i. Recent issue with a newly installed gutter behind unit #49. The gutter company was called. Moving forward, gutters may need to be added to re-roofed buildings.
  - h. Siding - **Kevin Watler, president**
    - i. Current siding is warping. Replacement needs to be discussed in the near future.
  - i. Fire safety - **Cyndi Wolfe, treasurer**
    - i. Annual inspections of pool house and clubhouse have been completed. All hydrants, exit signs, and extinguishers are certified.
  - j. Security system - **Kevin Watler, president**
    - i. Intermittant operation, new part has been ordered, to be installed 7/7/20.
  - k. Mailboxes - **Kevin Watler, president**
    - i. Lost keys or keys for new residents must be obtained by the owner/resident.
    - ii. The current mailboxes are the wrong size. Needs upgrading and quotes for b/w \$16-20k were received.
    - iii. New sized boxes would have to be relocated.
- 6. Other Business
  - a. Financial reports (February to June) - **Cyndi Wolfe, treasurer**
    - i. Provided by Garrison Management company. Motion to accept granted unanimously.
  - b. Capital reserve study - **Cyndi Wolfe, treasurer**
    - i. Future projects and the savings for them-special meeting to discuss to be scheduled.
  - c. Rules and Regulations Review - **Kevin Watler, president**
    - i. Special meeting to review and discuss to be scheduled.
  - d. Board of Directors Discussion
- 7. Adjournment
  - a. HOA Board meeting Monday, August 3, 2020 at 7 p.m.