

**Windemere Annual HOA Meeting
February 5, 2023
Meeting Minutes**

Attendees

| | | |
|-------------|----------------|--|
| Trustees: | Rick Courtney | |
| Ron Simmons | Bonnie Simmons | |
| Ron O'Rear | | |
| Bob Gardner | | |

1. Welcome

- Ron Simmons opened the meeting at 2:09pm by welcoming all attendees to the annual meeting.

2. 2022 Year in Review

- Ron Simmons reviewed the 2022 Year in Review (copy attached).

3. 2022 Financial Summary

- Ron O'Rear reviewed the 2022 financial results summary that was previously emailed to all homeowners (copy attached).
- 2022 budget performance is summarized below:

| Final 2022 Budget vs Actuals | Budget | Actual | Variance |
|---------------------------------|-------------|-------------|--------------|
| Income YTD | \$9,884.32 | \$9,923.78 | \$39.46 |
| Expenses YTD | \$10,138.62 | \$12,504.68 | (\$2,366.06) |
| Net YTD Budget Variance | | | (\$2,326.60) |
| Cash on Hand at the end of 2022 | | | \$3,757.01 |

4. 2021 vs 2022 Financial Comparisons

- Ron O'Rear reviewed the actual expense items that had significant variances between 2021 and 2022.

5. 2023 Approved Budget

- Ron O'Rear reviewed the 2023 approved budget. The budget is designed to meet projected expenses while maintaining a \$6K reserve.
- The annual dues required to support the 2023 budget are \$160 per property, which represents a \$30 increase per property from 2022.

6. Entrance Christmas Decorations

- Ron Simons reported that the Trustees had previously discussed the possibility of installing decorations at the entrances during the Christmas season. After a bit of discussion, the group determined the best course of action is to send out a communication to the community around 10/01/23 to solicit volunteers to plan and handle entrance decorations. The Trustees will consider funding the decorations based on a request received from the volunteers.

7. Questions & Issues

- Rick Courtney reported that they experienced a significant water leak when the Greene County Sanitary District contractor installed new digital water meters. Rick asked if new water meters had been installed yet at the Windemere entrances and whether the HOA had checked the installation for water leaks. Ron O'Rear stated that he had not detected any leaks in the water lines but would check to ensure that the meters were not leaking.
- Ron O'Rear reported that one resident has inquired regarding alternative methods (e.g., pay pal, apple pay, etc.) for paying the annual fees. Ron will reach out to the institution that handles the HOAs funds to determine if there are other payment options supported.
- Windemere homeowners were notified by letter from Greene County of a planned zoning variance request hearing to be held on February 15 for the property located at 242 Yorkshire Lane. Since the property in question is located along Indian Ripple, the Trustees speculate that the homeowner intends to build something in their backyard that violates the

Greene County set back zoning requirements for Indian Ripple. The Trustees did not know the substance of the variance request and have not received any request for Planning Committee review of potential construction.

- Bob Gardner discussed working with Rick Courtney, the Windemere HOA Web Master, to learn how to post items to the Windemere web site. Bob was willing to post approved Trustee Meeting Minutes to the web site rather than relying on Rick to do so. Having a second person available to post items to the web site would reduce the risk of Rick not being available and offload some of the burden on Rick to update the website monthly.
- There were no other questions or issues.

8. Trustee Election

- Ron O'Rear's term as Trustee expired on 12/31/22. A request for nominations was distributed to the community on 12/18/22 via the Annual Fee Letter, and ballots were sent on 01/25/23 via email to facilitate voting before the annual meeting.
- After conducting a ballot of the residents in attendance at the annual meeting, Bob Gardner reported that 26 votes (representing 34% of homeowners) were received, with Ron O'Rear receiving all of the votes (or 100% of the ballots cast).
- Ron O'Rear will continue as a Trustee for an additional 3-year term (running through 2025).

9. Adjourn

- Ron Simmons closed the meeting at 2:45pm

Prepared by Bob Gardner
02/07/23

WINDEMERE HOMEOWNERS ASSOCIATION
2022 YEAR IN REVIEW

We began the year with \$6,337.91 in our checking account and ended the year with \$3,757.01 to start 2023.

Annual Fees . . . All 76 homeowner fees for the year were paid.

Buckeye Ecocare . . . We again reduced this cost for lawn maintenance by paying the entire fee at the beginning of the year. We also eliminated aeration in 2022 resulting in \$268.90 less cost in 2022.

Irrigation Systems . . . Water usage in 2022 was less than in 2021 resulting in \$33.72 less cost. We paid an additional \$31.22 in 2022 for unplanned irrigation system repairs.

AES Ohio . . . Even though we took advantage of the Greene County Aggregate Rate in 2022 and used less electricity, the cost of electricity for the entrances increased due to an increase in Distribution Costs per KWH resulting in \$32.03 in more cost than planned.

Entrance Lighting Repair . . . 15 of the 19 Windemere Way entrance landscape lights failed in July, probably due to a lightning strike or power surge. We repaired the lighting, including replacing a burnt out socket in one of the spot light fixtures, and replaced the 15 burnt out LED blubs resulting in an unplanned cost of \$762.98. By repairing the lighting ourselves rather than hiring an electrician we avoided \$1,600.00 in additional unplanned cost.

Drainage . . . We discovered a drainage issue with the south side of the Abbey Lane entrance and had to hire a landscaper to install drainage lines, a French drain, and catch basins to divert the excess water, resulting in an unplanned cost of \$1,702.71.

Annual Audit . . . The audit by Shannon & Co. found no irregularities.

HOA Liability Insurance . . . Our insurance cost for 2021 was \$611.00, the same as in 2021.

Plan Review Committee . . . Received, reviewed and processed 3 requests this year.

Jan - The Planning Review Committee recommended approving the request received from Lucile Gross (335 Stratford) to add fencing in the rear yard of her property. The Trustees approved the request and Ron Simmons notified Lucile Gross of the approval.

Jun - A request was received from Charles Hoce regarding planned patio modifications. Ron Simmons requested and received responses to clarifying questions and will forward to the Plan Review Committee for consideration.

Jul - The Plan Review Committee received, evaluated and recommended approval of the pool addition request received from Kevin and Suzzanne Bell. Based on the committee's findings, the Trustees voted to approve the request. Ron Simmons forwarded an approval letter to the Bells.

Planting Areas . . . We contracted with Smith Landscaping to maintain the entrances by weeding, trimming the shrubs, and mulching the beds. The cost for these services in 2022 were \$321.71 more than in 2021.

Mowing . . . Our mowing expenses to maintain the entrances increased by \$75.61 in 2022.

Leave Removal . . . We incurred an unplanned cost of \$410.99 in 2022 to rake, bag, and remove the accumulated leaves on Windemere Way.

Annual Neighborhood Picnic . . . The annual neighborhood picnic was held on September 18, 2022. The HOA rented a Bounce House and provided food at an expense of \$330.68. Overall, the Trustee's agreed the picnic was judged a success. Several of our newer residents attended, providing everyone with the opportunity to become better acquainted. Participant feedback was positive, with attendance estimated to be in the ballpark of 50 attendees.

Trustee Support . . . Trustees responded to a number of homeowner concerns this year including:

- A Homeowner expressed concern about the continued flooding and drainage issue with the Abbey Lane entrance, The Trustees resolved the issue by hiring a landscaper to install a French Drain and catch basins in the affected area.

New Homeowners . . . There were no new homeowners in 2022.

Windemere Web Site . . . A special thank you to Rick Courtney for maintaining and posting information to our Windemere HOA Web Site.

All in all, it was another successful year.

WINDEMERE HOMEOWNERS ASSOCIATION
2022 Financial Summary

Greetings Windemere Homeowners.

For your information prior to our Annual Homeowners Meeting to be held on February 5, 2023, I am providing the following Windemere HOA financial summary along with the actual Budget vs. Actual expenditures for 2022, the final 2022 Treasurer's Report, and the approved Budget for 2023.

The Windemere HOA began 2022 with \$6,337.91 in our checking account, received \$9,880.00 in annual fees (\$130.00 per homeowner), received two late payment penalties totaling \$40.00, and received \$3.77 in interest on our checking account for a total actual income of \$9,923.77. The HOA spent \$12,504.68 for 2022 expenses. The actual 2022 expenses of \$12,504.68 were \$2,366.06 more than the 2022 budgeted amount of \$10,138.62. The \$2,580.91 variance between the actual income of \$9,923.77 and the actual expenses of \$12,504.68 for 2022 decreased our checking account to \$3,757.01 to begin 2023.

The largest planned expense for 2022 was mulching and trimming the four entrance beds. The actual cost for mulching and trimming was \$3,034.23, or \$321.71 more than the budgeted cost of \$2,712.52.

The largest unplanned expenses for 2022 were the unplanned drainage work for the Abbey Lane entrance of \$1,702.71, the unplanned repair of the Windemere Way entrance landscape lighting system of \$462.98, the unplanned repair of the irrigation system of \$31.22, the unplanned renewal of the Ohio Secretary of State HOA registration fee of \$25.00, and the unplanned cost for raking and bagging the leaves on Windemere Way of \$410.99.

The 2022 actual cost for mowing services was \$2,445.46 for mowing, or \$57.88 less than the budgeted amount of \$2,503.34.

The 2022 Greene County Sanitary Engineering expenses for landscape irrigation water were \$761.92, or \$264.5 less than the 2022 budgeted amount of \$1,026.42.

The 2022 AES Ohio expenses for landscape lighting were \$507.02, or \$32.03 more than the 2022 budgeted amount of \$474.99.

The 2022 Essential Landscaping and Irrigation expenses for starting up and winterizing the irrigation system were \$631.22, or \$36.22 more than the 2022 budgeted amount of \$595.00.

The remaining 2022 expenses were about the same as in previous years, including annual insurance coverage (no change), annual audit (\$26.55 less), and annual post office box rental (\$32.00 more).

For 2023, the Trustees used the 2022 actual expenses as the basis for the 2023 estimated budget, escalated by 10% for expected cost increases. The resulting 2023 budget assumes estimated expenses of \$10,810.19 and estimated income of \$12,160.00 plus \$3.77 in earned interest on our checking account. The \$1,353.58 in estimated 2023 gains will recover most of the unplanned expenses for 2022 of \$2,576.70 and increase the amount of our Ohio State mandated financial reserves for the HOA to \$5,110.59 by the end of 2023, assuming no unplanned expenses will occur in 2023.

If you have any questions on these Windemere Homeowners Associations financial summaries and spreadsheets please contact me or any of the other Trustees.

Sincerely,
Ron O'Rear
Trustee and Treasurer
Windemere Homeowners Association