

# **Birchwood Point Homeowners Association**

## **2020 Annual Meeting Minutes**

**Facilitator:** Shandar Hoagland, DSI Real Estate Group

**Meeting Date:** September 8<sup>th</sup>, 7:00 pm

**Location:** Microsoft Teams Meeting

**Meeting Called by:** Birchwood Point HOA

**Type of Meeting:** Annual Association Meeting

**Note Taker & Time Keeper:** Serena Pretti

**Attendees:** Attendance taken via Teams Download

### **Agenda:**

#### **A) Roll Call**

- a. Proof of attendance reached via Teams attendee download
- b. Introduction of Shandar with DSI Real Estate Group

#### **B) Reading of Minutes of the last Meeting**

- a. Posted on the DSI Real Estate Website [www.dsirealestate.com](http://www.dsirealestate.com)

#### **C) Consideration of Communications**

- a. Shandar presented the original letter that was mailed to all homeowners

#### **D) Resignations & Elections**

- a. None at this time

#### **E) Reports of Officers & Employees**

- a. None at this time

#### **F) Reports of Committees**

- a. None at this time

#### **G) Unfinished Business**

Q: Icy near the CBU's and in front of the Haven homes in the winter

A: In the Haven home area we need all homeowners to sign a waiver, and then we can have salt/sand put down in front of the homes. We also plan to have our vendors do a larger radius around the mailboxes this year, as well as salt buckets available for additional salting.

Q: Who is liable if someone should fall either by the mailboxes or on the sidewalk in front of your home?

A: The homeowner if it is in front of their house.

Q: When will the newer streets be added to google maps?

A: If you go onto Google, you can put in a request for the streets to be added, this is probably the best option at the moment, especially if multiple homeowners do it.

Q: What is the process to get dog waste stations throughout the neighborhood?

A: We need permission from the city to put them up, we are working with them to see if we can get approval to place them on the storm water management land, because they will not allow us to do it in the city parks.

#### **H) Original Resolutions & New Business**

A: The original covenants didn't include Birchwood Point South, so why are they now included and we are not able to control our own neighborhood?

A: The developer wanted to increase the size of the neighborhood, they amended the covenants to increase the size of the neighborhood before it gets conveyed.

Q: So they can unilaterally change the Covenants and acquire hundreds of additional acres to develop on?

A: Correct, Veridian can change and update the Covenants at any time.

Q: Who is responsible for plowing the roads near us?

A: The city does the plowing of the city streets, and we have brought it to their attention the poor job that has been being done. The carriage lanes are the last thing to get done unfortunately. The Alder person would be a good resource to get additional help on this issue.

Q: When will tree planting be done in Birchwood Point South?

A: Currently we don't have any updates on this.

Q: Do we have a timeline or update on when Sugar Maple is going to go through and be connected to Valley View?

A: It is all based on phasing, probable that it will be within the next year – we can connect with Veridian to get a better idea of this.

Q: Has anyone ever raised concern about adding possible speed bumps around Sugar Maple Park?

A: This is another great thing to talk to the Alder person about – Shandar can help reach out to them also.

Q: If the sidewalk is cracked in front of you house, does the city fix it or is it the responsibility of the homeowner?

A: Not 100% sure for this specific neighborhood – best to call the city and see what their process is for this.

Q: Is there anything the HOA can do on behalf of the neighborhood to help with the elevated crime and stealing of possessions?

A: We can reach out to the Alder Person and the police department and get their help and guidance on this topic.

Q: Are there any use rules around the fire pit in Birchwood Point South?

A: We are looking into this, it is easy to say the only homeowners may use it, but difficult to enforce. So we are working to find a solution and also working to implement no parking signs around that area.

Q: Can we add a lock to the firepit?

A: Not sure how we would make that possible – the cost of key fobs & the transfer of them when people move. Shandar will keep looking at solutions, possibly turning the gas off at a certain time.

Q: With the budget increase, do you know how much dues will increase for individual homes vs the additional homes?

A: All homeowners pay the same amount – we shouldn't have much more to maintain with the addition of Birchwood Point South. The amount of units paying each year is increasing, so that means the overall budget for homeowners should stay around the same amount as the projected year, but numbers have not been finalized yet.

Q: What is all included in the management fee?

A: Here is the list of standard tasks;

- 1) Follow requirements and procedures set out in the Bylaws.
- 2) Hold annual meetings.
- 3) Send/prepare all paperwork for the Association.
- 4) Keep roster of current homeowners & incorporate all new sales.
- 5) Prepare an Operating Budget annually.
- 6) Accounts Receivable. (This includes offering online payment options. Also includes filing liens for unpaid dues as needed.)
- 7) Maintain Accounts of Association Funds.
- 8) Accounts Payable.
- 9) Maintain Current Books and Records.
- 10) Submit Annual Reports to WDFI.
- 11) Available for any homeowner inquiry calls/concerns.
- 12) Enter into contracts for utility maintenance, trash removal, etc..
- 13) Solicit bids annually.
- 14) Regularly inspect neighborhoods to determine any physical improvements and maintenance needed.
- 15) Oversee the employ and performance of all sub-contractors required for neighborhood operation.

- 16) Maintain/Obtain insurance.
- 17) Work with Board of Directors.
- 18) Provide neighborhood information on DSI website.

Q: How often does neighborhood inspection occur?

A: Typically monthly and we are checking on the maintenance of the green spaces and other issues throughout the neighborhood.

Q: Who maintains the Birchwood Point sign?

A: The Association does, we will go through and make sure the branches get cleaned up.

Q: Do we have anything to do with the retention ponds that are by the apartments?

A: Yes, we have asked the mowers to mow the terraces on the inside and to do some weed treatment, other than that we do not do anything as they are owned and maintained by the city.

Q: What is the plan with the walking path that leads to nowhere?

A: We will have to check the cities website and see what their plan is.

Q: Is there any information about the Cities plans for Mineral Point Road – the widening and resurfacing?

A: Nothing that is known right now.

Q: Does Veridian currently own the land to the West of the Neighborhood?

A: Not that we are aware of.

Q: Do you have recommendations on the best ways to communicate as a neighborhood?

A: A neighborhood association is in the works, this group has more political power and you can apply for grants from the city to do upgrades in the neighborhood.

Q: When will we get updates on these questions?

A: When we have answers, they will be emailed out. Always feel free to contact Shandar with additional questions. [shoagland@dsirealestate.com](mailto:shoagland@dsirealestate.com)

**I) Adjournment**

**a. 8:06 pm**