

Rosewood Fields Homeowners Association

2024 Annual Meeting Minutes

Facilitator: Shandar Hoagland, DSI Real Estate Group

Meeting Date: February 21, 2024 at 7:30 pm

Location: Online Teams Meeting

Meeting Called by: Rosewood Fields HOA

Type of Meeting: Annual Association Meeting

Note Taker & Time Keeper: Serena Pretti

Attendees: Attendance taken online through Teams

Agenda:

A) Roll Call

- a. Proof of attendance reached via Teams Attendance Download
- b. Introduction of Shandar and Serena with DSI Real Estate Group

B) Proof of Notice of Meeting or Waiver of Notice

- a. Shandar presented the original letter that was mailed to all homeowners
 - Letter was mailed out on February 12th, 2024
 - Letter, Agenda, Financials and Paperless Communication Release also sent via email.

C) Reading of Minutes of the Prior Meeting

- a. The minutes were posted to the HOA's website and owners were asked to review prior to the meeting.
- b. There were no questions/concerns.

D) Officers Reports

- a. The Association has a total of 117 assessment units. Currently there is one owner that has yet to pay. Late fees are assessed in March, and after late letters go out, if no payment is received by May we will move forward with the lien filing process. Once a lien is filed, the homeowner is unable to sell or refinance without first paying the dues and satisfying the lien.
- b. Veridian Homes pays the dues on all vacant lots; so all 117 units are paying in each year.

E) Committee Reports

- a. ACC Update: The ACC web page is a great starting point when you are considering an exterior or structural change project on your lot. The web page offers fillable PDF applications, as well as the Covenants (CCR's) and other project information <https://www.dsirealestate.com/condo-hoa/acc/>
- b. The ACC can be contacted at : acc@dsirealestate.com

F) Elections

- a. None at this time. Elections and conveyance will occur once the neighborhood is 100% complete; currently the neighborhood is 33% complete. More information regarding elections will be presented as the neighborhood is closer to completion.

G) Unfinished Business

- a. Please be respectful and clean up after your pets.

H) Adoption and Approval of an Annual Budget

- a. The 2024 budget was approved by the developer and distributed to all owners in December.
- b. 2023 Financial Report

	Budget	Expenses	Difference
Snow Removal -			
OL 2	\$1,500.00		
CBU on lot 53	\$500.00		
CBU on lot 76	\$500.00		
Total	\$2,500.00	\$16,980.00	-\$14,480.00
Landscape Maintenance			
Total	\$9,500.00	\$8,091.85	\$1,408.15
Maintenance			
General	\$250.00	\$165.00	
Trash Collection	\$5,000.00	\$2,299.66	
Total	\$5,250.00	\$2,464.66	\$2,785.34
Insurance	\$2,500.00	\$1,207.00	\$1,293.00
Contingency Fund	\$1,000.00	\$0.00	\$1,000.00
Legal Fees	\$500.00	\$0.00	\$500.00
Reserve	\$2,800.00	\$2,800.00	\$0.00
Misc.			
Annual Report		\$50.00	
Bank Service Charges		\$45.95	
Check Printing		\$0.00	
Utilities		\$253.34	
Tax Preparation		\$375.00	
Postage		\$61.83	
Total	\$450.00	\$786.12	-\$336.12

Management Fee	\$6,000.00	\$6,000.00	\$0.00
ACC Administration Fee	\$3,600.00	\$3,600.00	\$0.00
Total	\$34,100.00	\$41,929.63	-\$7,829.63

Projected Income	
HOA Dues	\$34,099.65
2023 Expenses	-\$41,929.63
2023 Shortfall	-\$7,829.98

Balance of General Fund		-\$7,996.76
Balance of HOA's Reserve Fund		\$2,800.00

2022-2023 Snow Season Olson Toon			
Alley	Walks		# of Occurrences
\$100.00	\$250.00	1-3 In Clearing	15
\$125.00	\$375.00	3.1-6 in Clearing	1
\$150.00	\$500.00	6.1-9 In Clearing	5
\$175.00	\$625.00	9.1-12 in Clearing	
\$200.00	\$750.00	12+ Clearing	1
\$80.00	\$145.00	Per salting	27

Jan-23		Jan-23		23-Feb		Mar-23		Apr-23	
Date		Date		Date		Date		Date	
1-Jan	\$80.00	22-Jan	\$110.00	9-Feb	\$80.00	10-Mar	\$165.00	17-Apr	\$250.00
1-Jan	\$250.00	22-Jan	\$80.00	9-Feb	\$140.00	10-Mar	\$500.00	17-Apr	\$140.00
1-Jan	\$140.00	22-Jan	\$250.00	9-Feb	\$125.00	10-Mar	\$80.00		\$390.00
3-Jan	\$80.00	22-Jan	\$140.00	9-Feb	\$165.00	10-Mar	\$140.00		
3-Jan	\$250.00	23-Jan	\$250.00	9-Feb	\$80.00	12-Mar	\$140.00		
3-Jan	\$140.00	23-Jan	\$140.00	9-Feb	\$500.00	12-Mar	\$375.00		
5-Jan	\$80.00	25-Jan	\$80.00	9-Feb	\$140.00	12-Mar	\$80.00		
5-Jan	\$250.00	25-Jan	\$500.00	16-Feb	\$125.00	12-Mar	\$140.00		
5-Jan	\$140.00	25-Jan	\$250.00	16-Feb	\$140.00	13-Mar	\$250.00		
6-Jan	\$80.00	25-Jan	\$140.00	16-Feb	\$80.00	13-Mar	\$80.00		
6-Jan	\$250.00	26-Jan	\$80.00	16-Feb	\$375.00	13-Mar	\$140.00		
6-Jan	\$140.00	26-Jan	\$250.00	16-Feb	\$140.00	25-Mar	\$220.00		
11-Jan	\$80.00	26-Jan	\$140.00	22-Feb	\$80.00	25-Mar	\$750.00		
11-Jan	\$140.00	27-Jan	\$80.00	22-Feb	\$250.00	25-Mar	\$80.00		
13-Jan	\$80.00	27-Jan	\$250.00	22-Feb	\$140.00	25-Mar	\$140.00		
13-Jan	\$140.00	27-Jan	\$140.00	22-Feb	\$80.00		\$3,280.00		
19-Jan	\$110.00	28-Jan	\$125.00	22-Feb	\$140.00				
19-Jan	\$80.00	28-Jan	\$250.00	23-Feb	\$110.00				
19-Jan	\$250.00	28-Jan	\$140.00	23-Feb	\$80.00				
19-Jan	\$140.00	29-Jan	\$595.00	23-Feb	\$250.00				
20-Jan	\$80.00	29-Jan	\$80.00	23-Feb	\$140.00				
20-Jan	\$250.00	29-Jan	\$500.00	25-Feb	\$80.00				
20-Jan	\$140.00	29-Jan	\$140.00	25-Feb	\$250.00				
	\$3,370.00		\$4,710.00	25-Feb	\$140.00				
					\$3,830.00				

2023-2024 Snow Season Jenneke			
\$175.00	1-3 In Clearing		
	3.1-6 in Clearing		
	6.1-9 In Clearing		
	9.1-12 in Clearing		
	12+ Clearing		
	Per salting		
Nov-23		Dec-23	
Date		Date	
26-Nov	\$175.00	2-Dec	\$175.00
		3-Dec	\$175.00
		5-Dec	\$175.00
		17-Dec	\$175.00
		28-Dec	\$175.00
		29-Dec	\$175.00
		31-Dec	\$175.00
			\$1,225.00

23 Mowing Events			
2-Jun	\$210.00	\$11.55	\$221.55
8-Jun	\$210.00	\$11.55	\$221.55
15-Jun	\$210.00	\$11.55	\$221.55
21-Jun	\$210.00	\$11.55	\$221.55
28-Jun	\$210.00	\$11.55	\$221.55
5-Jul	\$210.00	\$11.55	\$221.55
12-Jul	\$210.00	\$11.55	\$221.55
19-Jul	\$210.00	\$11.55	\$221.55
26-Jul	\$210.00	\$11.55	\$221.55
2-Aug	\$210.00	\$11.55	\$221.55
9-Aug	\$210.00	\$11.55	\$221.55
16-Aug	\$210.00	\$11.55	\$221.55
23-Aug	\$210.00	\$11.55	\$221.55
28-Aug	\$210.00	\$11.55	\$221.55
1-Sep	\$210.00	\$11.55	\$221.55
7-Sep	\$210.00	\$11.55	\$221.55
14-Sep	\$210.00	\$11.55	\$221.55
21-Sep	\$210.00	\$11.55	\$221.55
28-Sep	\$210.00	\$11.55	\$221.55
5-Oct	\$210.00	\$11.55	\$221.55
11-Oct	\$210.00	\$11.55	\$221.55
19-Oct	\$210.00	\$11.55	\$221.55
30-Oct	\$210.00	\$11.55	\$221.55
			\$5,095.65

Landscape Maintenance		
June	Post Emergent	\$70.00
July	Post Emergent	\$70.00
August	Post Emergent	\$70.00
September	Weed Control	\$70.00
September	Fall Weed Control	\$240.00
October	Post Emergent	\$70.00
May	Bark Install	\$900.00
June	Hand Weeding	\$300.00
July	Hand Weeding	\$450.00
August	Hand Weeding	\$450.00
September	Hand Weeding	\$150.00
		\$2,840.00
		\$156.20
		\$2,996.20



I) New Business – Submitted Questions

1. The letter indicates a reimbursement from Veridian is being discussed, to cover the general fund shortfall due to veridian's change to the SOW. What recourse do we have if they do not issue a reimbursement?

-We are requesting \$8,125 to cover the cost of the additional snow removal. If they deny our request, the only recourse is to send out an invoice to all lots that paid in to the 2023 budget. This would include Veridians vacant lots. They would end up paying \$7,013.89. The other 16 occupied homes would pay \$69.45. This is not likely.

2. The budgeted amount for trash collection greatly exceeded the actualized expense. How is the budgeted amount determined?

-We base it on the phase(s) that are planned for that year. In the 2023 phase, there are 24 carriage lane homes. Equation is below –

$$24 \text{ Lots} * \$17.00 = \$408 \text{ per month } \$408 * 12 \text{ months} = \$4,896$$

3. The issuance of the 2024 budget indicated that fees increased "due to additional areas that the HOA is responsible for snow removal, as well as landscaping." Will these fees return to the original level once the associated lots are sold?

- All lots pay every year. Veridian Homes pays dues on all vacant and under construction lots. The maintenance costs will typically increase until the entire neighborhood is developed. The only exception to this is the McFarland park, the Village will take over maintenance of the park once it is completed and approved by them.

4. Why aren't we asking the developer for all of the snow removal overage? Feels like we are pulling from other budget items not fully utilized rather than rolling over those funds to next year and asking the developer for all of the snow removal cost overage. How was the ask of \$7,000+ calculated?

We cannot predict when it is going to snow, or how much it will snow. The budget is just an estimate of what we anticipate the costs to be. If the costs go over, the HOA is responsible for that shortfall. The only reason we are asking for the developer to pay a portion of the overage, is because the scope of work provided was not accurate. Please note that VH paid for 86% of the entire budget for 2023.

5. Do you plan to keep a reserve for longer term budget items that aren't annual expenses?

Yes, the balance of the reserve fund is currently \$2,800.

6. Are there any annual caps on our association fees?

We do our best to keep the dues relatively low, but the maintenance costs need to be covered.

7. Why are we having to pay CBU spots when the homeowners clear them or they don't get done?

Please do not clear the concrete pad that the CBU is on, this is to be done by the vendor. Homeowners are responsible for clearing the sidewalk leading up to the CBU but not the CBU plank area. When snow removal is missed, please email hoa@dsirealestate.com right away, the two of us monitor that inbox every snowfall.

8. The alleyway has never been completely cleared. They did one path and left 2-3 ft covered making it hard for us to get out and get through.

Please report this to the HOA and the contracted vendor will come back out to finish.

9. Who do we contact if a lot is not being properly maintained?

Please contact the HOA @ hoa@dsirealestate.com and we will follow up with the owner.

10. Who do we call if there are issues with the rental homes?

You can send a note to the HOA email address, and we will share it with the property manager and request the issue be resolved. The rentals are managed by DSI Real Estate Group, we have a separate department that handles residential properties.

J) Adjournment

a. Note Time of Adjournment; 7:56pm

If you are interested in Paperless Communication; please reach out to hoa@dsirealestate.com, and we will send you the form to complete and return, to get enrolled.

DSI values your feedback! A 5-question survey was sent out via Survey Monkey after the meeting, we would love to hear how we are doing and how we can improve!