

# **Arrowood Homeowners Association**

## **2025 Annual Meeting Minutes**

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

**Meeting Date:** February 19, 2025 at 6:30 pm

**Location:** Online Teams Meeting

**Meeting Called by:** Arrowood 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) Reading of Minutes of the Last Meeting**

- a. 2025 Minutes were posted on the DSI website: [www.dsirealestate.com](http://www.dsirealestate.com), owners were asked to read them prior to the meeting. This was done and the minutes were approved.

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

- a. **Shandar presented the original letter that was mailed to all homeowners**
  - Letter was mailed out on February 8<sup>th</sup>, 2025
  - Letter, Agenda, PowerPoint Slides, Budget, Financials sent via email the morning of the meeting.

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

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

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

- a. The Association has a total of 303 assessment units. Currently there are 3 homes that have yet to pay the 2024 dues.
- b. Late Fees will be assessed on March 1st. We will be sending out late letters to all past due owners and requesting payment immediately. If payment is not made by May, we will move forward with the lien filing process.
- c. Once a lien is filed, the homeowner is unable to sell or refinance without first paying the dues and satisfying the lien.

**F) Reports of Committees**

- 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](mailto:acc@dsirealestate.com)

**G) Unfinished Business**

Please clean up after your pets.

**H) Original Resolutions & New Business**

**Q: How do we report snow removal damage?**

A: Please send an email, with a picture of the damage, to [hoa@dsirealestate.com](mailto:hoa@dsirealestate.com). The vendor will then work with you directly on repairs.

**I) Adjournment**

- a. Note Time of Adjournment; 7:28pm

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!

## 2024 Financial Report

	Overall Budget	2024 Budget	Actual Expenses	Difference
<b>Snow Removal -</b>				
Cluster Mailbox Unit Sidewalk	\$3,500.00	\$3,000.00		
Walking Path/Sidewalks	\$18,000.00	\$11,000.00		
<b>Total</b>	<b>\$21,500.00</b>	<b>\$14,000.00</b>	<b>\$10,866.00</b>	<b>\$3,134.00</b>
<b>Landscape Maintenance</b>				
Mowing	\$15,000.00	\$4,000.00		
Fertilizer & Weed Control	\$2,500.00	\$1,800.00		
Pruning & Weeding	\$3,500.00	\$750.00		
Spring Clean Up	\$2,500.00	\$500.00		
Aeration/Overseeding	\$3,500.00	\$1,500.00		
Fall Clean Up	\$2,500.00	\$750.00		
<b>Total</b>	<b>\$29,500.00</b>	<b>\$9,300.00</b>	<b>\$11,220.00</b>	<b>-\$1,920.00</b>
<b>Maintenance</b>				
General	\$500.00	\$250.00	\$0.00	\$250.00
<b>Utilities</b>				
	\$1,250.00	\$500.00	\$265.98	\$234.02
<b>Insurance</b>				
	\$2,250.00	\$1,150.00	\$1,100.00	\$50.00
<b>Contingency Fund</b>				
	\$2,500.00	\$1,500.00	\$0.00	\$1,500.00
<b>Reserve Fund (Walking Path)</b>				
	\$2,500.00	\$1,200.00	\$1,200.00	\$0.00
<b>Misc.</b>				
Annual Report Filing (WDFI)	\$25.00	\$50.00	\$25.00	
Postage	\$510.00	\$50.00	\$60.57	
Tax Prep	\$350.00	\$375.00	\$394.00	
Bank Service Fees	\$150.00	\$50.00	\$13.25	
Check Printing	\$175.00	\$0.00		
Other	\$100.00	\$100.00		
<b>Total</b>	<b>\$1,310.00</b>	<b>\$625.00</b>	<b>\$492.82</b>	<b>\$132.18</b>
<b>Management Fee</b>				
	\$13,119.24	\$6,000.00	\$6,000.00	\$0.00
<b>ACC Administration Fee</b>				
	\$7,871.54	\$3,600.00	\$3,600.00	\$0.00
<b>Grand Total</b>	<b>\$82,300.78</b>	<b>\$38,125.00</b>	<b>\$34,744.80</b>	<b>\$3,380.20</b>

Dues Income	\$38,125.00
Late fee Income	\$27.20
Interest Income	\$1.33
<b>Total Projected Income</b>	<b>\$38,153.53</b>
<b>Expenses</b>	<b>-\$34,744.80</b>
<b>Tentative 2024 Surplus</b>	<b>\$3,408.73</b>
<b>Balance of General Fund (including 2024 Surplus)</b>	<b>\$6,060.14</b>
<b>Balance of Reserve Fund</b>	<b>\$2,400.00</b>

# HOA Snow Removal Map



**2025 Arrowood Homeowners Association  
Overall Maintenance Budget**

**Snow Removal -**

Cluster Mailbox Unit Sidewalk	\$3,500.00
Walking Path/Sidewalks	\$18,000.00
<b>Total</b>	<b>\$21,500.00</b>

**Landscape Maintenance**

Mowing	\$15,000.00
Fertilizer & Weed Control	\$2,500.00
Pruning & Weeding	\$3,500.00
Spring Clean Up	\$2,500.00
Aeration/Overseeding	\$3,500.00
Fall Clean Up	\$2,500.00
<b>Total</b>	<b>\$29,500.00</b>

**Maintenance**

General	<b>\$500.00</b>
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**Utilities**

**\$1,250.00**

**Insurance**

**\$2,250.00**

**Contingency Fund**

**\$2,500.00**

**Reserve Fund (Walking Path)**

**\$2,500.00**

**Misc.**

Annual Report Filing (WDFI)	\$25.00
Postage	\$510.00
Tax Prep	\$350.00
Bank Service Fees	\$150.00
Check Printing	\$175.00
Other	\$100.00
	<b>\$1,310.00</b>

**Management Fee**

**\$13,119.24**

**ACC Administration Fee**

**\$7,871.54**

**Grand Total** **\$82,300.78**

Divided by Total Units

**303**

**Annual Cost per Home\*\***

**\$272**