Discovery Homeowners Association

Annual Meeting Minutes

November 17, 2022 - 7pm

**Present:**

Gary Morrell *(President)*

Emily Park *(Secretary)*

Betsy Cook *(Treasurer and N2N Committee)*

Ed Moore *(Covenant Compliance Chair)*

Craig Clark (ARC)

Kate Doyle *(ARC and N2N Committee)*

Chris Scott *(ARC)*

Jan Doran (*DHA City Liaison Chair)*

Rick Midtbo *(Webmaster and Administrator)*

**Absent:**

Andreas Ballard *(ARC)*

Linda Landry *(Welcome Committee and N2N Committee)*

There being a quorum present, Gary called the meeting to order at 7:05pm

1. Welcome: (Gary Morrell)

* Introductions:

- Introduction of 2022 Board members

- Invitation for new neighbors to self-identify

B. Minutes:

* + Call for vote to approve 2021 Annual Meeting minutes
  + Motion: Ginger Littleton; Second: Pam Simon. The motion to approve the 2022 minutes passed.

C. Treasurer’s Report: (Betsy Cook)

* + Betsy covered the current income, and reviewed the 2022 budget, 2022 year-to-date expenses, and the 2022 end-of-year totals. She then presented parts of the proposed 2023 budget focusing on HOA dues, voluntary contributions, title fees and the interest earned on our CD.
  + Betsy explained the budgeted, year-to-date, end-of-year and proposed 2023 budget for the operational expenses of the HOA including the annual meeting, bank charges, insurance and more (see slides for all items).
  + Betsy explained neighborhood expenses including maintenance, our summer social, the locking mailbox program, the Discovery Neighborhood Assistance (DNA) program, police patrols and snow removal.
  + Betsy went into detail on our recent summer social including facility rental costs, sponsorship and cover charges.
  + One or our members asked for more detail regarding police patrols for which we pay. Betsy explained that we extend requests for local police to help patrol our neighborhood on an overtime basis. The member asked what the city charges for those services. Betsy stated they charge $172 for 2 hours (required minimum).
  + Another member asked about the cost of snow removal. Betsy briefly described how we came up with the proposed 2023 contract cost. She indicated we would discuss later whether we may want to increase or augment that amount.
  + Call for vote to approve 2023 budget
  + Motion: Emily Park; Second: Martiqua Post. The motion to approve the 2023 budget passed.

D. Old Business

* + Property Maintenance
    - Gary discussed the recent notices sent to address property maintenance.
    - Responses were generally well received.
    - Gary explained we try to use DNA funds to help homeowners needing support.
      * A member questioned how the Board deals with privacy when submitting complaints or requests for help. Gary assured the members that all such information is strictly confidential and will not be shared.
      * A member questioned how we handle properties that need A LOT of help. Gary explained the process we go through to ensure the property owner has adequate notice and a reasonable time to address the problem. He also indicated that we have the means to help property owners or to encourage their cooperation.
  + Rule for Covenant Compliance
    - Gary defined and explained the new Rule now in place. He explained why we need this and plan to use it to help encourage Discovery residents who intentionally choose not to follow the Covenants.
    - Rick explained how to access the discoveryhoa.com website to review the new compliance rule.
  + Mailboxes
* Gary reviewed our program to purchase and extend locking mailboxes to our residents at a discount.
* He covered the costs and who to reach out to for anyone who might be interested in learning more about it.
* During a short break, several members visited the sample mailbox at the back of the room where Rick answered their questions.
  + Snow Removal
* Gary talked about our snow removal fund and identified the only streets the city normally plows (Delmonico and Big Valley Drives). He reviewed our plan for the upcoming season and how the voluntary contributions from our residents really help.

E. Board Election

* Gary announced that all the current Board members are willing to serve in 2023. He then asked for volunteers or nominations from the floor for 2023 Board. There were none.
  + Call for Vote to approve Board membership.
  + Motion: Randy Cubero; Second: Ginger Littleton. The motion to approve re-election of the current Board passed.

F. New Business

* + Snow Removal
* Gary discussed that past funding was dependent on volunteer contributions. These have been insufficient and the Board has supplemented them from the General Fund each of the past three years in the hope that contributions would gradually rise to fully fund the effort as our members saw the value of this safety program. However, we anticipate inflation will cause costs to rise this year. Therefore, Gary raised the question, “Do we want to continue to provide this service at the expense of taking more money out of the General Fund?”
  + - * A member suggested we send out an appeal to all residents to contribute more. Gary said we have not yet but that it is something we will consider. Rick pointed out that the worst traffic is pass-through cars, not residents.
      * A member questioned why we don’t increase our annual assessment to cover the snow removal program as well as the impact of inflation on other HOA operations costs. Rick commented that we have been reluctant to do so as the rate is specified in our Covenants and it would require the approval of a majority of our property owners (165) to pass that change.
      * Rick suggested that a special assessment might be possible to fully fund the program. The discussion that followed explored who might be charged for the special assessment, e.g., do we only charge the people who live on the streets that need snow removal? **NOTE:** Subsequent investigation determined that a special assessment could not be used in this situation.
      * A member suggested we send out special notes to explain why we need help to support the financial costs of snow removal.
      * Call for Vote to augment snow removal funding from the General Fund to cover additional expenses just for the 2022-2023 winter season.
  + Motion: Emily Park; Second: Ginger Littleton. The motion to approve augmentation of snow removal funding from the General Fund for just the 2022-2023 winter season passed.
  + Curb Weed Control
* Gary proposed a spring spraying program using volunteer labor and all-natural ingredients to control weeds where our curbs meet the asphalt in our streets. He estimated the potential cost would be $200-$400 for all our streets.
  + - * Motion: Randy Cubero; Second: Jerry Sparks. The motion to approve use of up to $400 to spray weeds between our curbs and the asphalt passed.
  + Visible addresses
* Gary pointed out that some of our addresses are difficult to see, causing confusion for visitors, delivery persons, and possibly even emergency services. He suggested we provide support for reflective house numbers.
* The discussion that followed determined that it would be difficult to agree on a standard placement to ensure high visibility.
* Ginger Littleton pointed out the difficulty of marking flag lots, particularly those with multiple addresses.
* Jan reported that she talked with our local fire marshal to see if the Fire Department would support Discovery as a test neighborhood for placement of reflective house numbers. While he was enthusiastic about the program, he was not optimistic about the Fire Department funding it.
* There was general agreement that Gary’s proposal has merit but requires more investigation.
  + Gary asked if there were any other ideas from the floor? There were none.

G. Gary announced the Best Curb Appeal Award winners for 2022

* + 7345 Delmonico Drive won for Best Manicured Yard
  + 630 Big Valley Drive won for Best Natural Landscape

H. Gary asked if there anyone had any other business for consideration at the 2022 Annual Meeting. There was none.

* + - * Motion to close meeting: Emily Park; Second: Kate Doyle. The motion passed.
      * The meeting was adjourned at 8:35pm.