

May 14, 2019 Minutes of the
Dalton Woods Homeowners' Association, Inc.

Tracy Earls, President/Treasurer

Absent: Tom Northey, Vice President

Gina Downs, Secretary

Joni Hoffman, Director and Architectural Review Board
position temporarily vacant

Monica Berrios CAM with Leland Mgmt.

Residents attending: none

Motion to appoint John Elfring as a new board member as a Director. John Elfring's term expires February 2022. Second by Joni Hoffman. Passed unanimously.

Motion by Tracy Earls, 2nd by Gina Downs to amend minutes to correct two account numbers. Passed unanimously.

Motion by Tracy Earls to approve minutes with corrections. Second by John Elfring. Passed unanimously

Question by John Elfring concerning the financials reporting numerous \$10.00 late/underpayments. Leland Mgmt. explained that many residents failed to notice that the HOA dues had increased and payed the 'old' amount by mistake.

Motion by Tracy Earls, second by John Elfring to open a new operating account at Renasant Bank, depositing \$10K from current fund 1001. Unanimous consent.

Leland Mgmt.: suggests we change to a semi-annual budget cycle in the future because our HOA fees are received on a semi-annual basis.

Motion by Gina Downs, second by John Elfring to approve the treasurer's report. Passed unanimously.

Joni Hoffman finds the violation report form used by Leland Mgmt. lacks detail. Joni made a second request to receive a copy of the violation letters that are sent by Leland Mgmt. The checklist used for a 'drive-by' review may need updated. Joni will suggest necessary updates.

Leland Mgmt.: Will send spread sheets and sample letters regarding violations.

ARB (chair: Joni Hoffman) reports four approved applications last month. One for changing color to paint existing home. Remaining applications were for removal of hazardous, dead or diseased trees. One live tree was removed and owner will replace with properly sized tree.

Motion by John Elfring with a second by Tracy Earls to approve the ARB report. Passed unanimously.

Motion by Tracy Earls second by John Elfring to approved the ARB Guidelines revisions to storage sheds, gazebos, pergolas, decks/screen enclosures and Tree removal as corrected. Passed unanimously.

Motion by Tracy Earls, second by John Elfring to add hardwood shred and melaluca shred to allowable mulch types. Passed unanimously. ARB guidelines will reflect same.

Current revisions to ARB guidelines will be mailed to homeowners. Entire ARB guideline document will be updated AND will include application forms. When complete, this will be posted on the Dalton Woods website. The current web manager contact info was shared with the board. We can contact them directly with updates and/or changes.

Request for bid was sent to four landscape vendors. Two responded. The request for bid now includes complete landscape services including irrigation checks/maintenance and fertilization.

Motion by Gina Downs and a second by John Elfring to accept the bid from Richard Barkley Lawn Care in the amount of \$1,300/monthly to commence July 1, 2019. Passed unanimously.

Clearing/cleaning street drains was discussed. John Elfring mentioned that he drove the neighborhood the previous day after a tremendous amount of rainfall and did NOT notice any backup. The board unanimously agreed that drainage does not seem to be an issue at this time and will forego this service.

Leland Mgmt.: Our current collection policy should be updated to include an intent to lien notice 15 days after the initial late notice, 45 days prior to placing a lien.

Motion by Gina Downs and a second by Joni Hoffman to resume the Dalton Woods collection policy under the new notice policy. Passed unanimously.

Meeting adjourned.

Minutes submitted by Gina Downs May 15, 2019.