

MINUTES

Birch Run Phase II - HOA

June 5, 2019 8:10pm *Meeting called to order by Dean Higgins*

In Attendance

Dean Higgins, Sean Kane, Fil Fina, Tracy Riley, Dick Heffern & John Safford-Edgewater

Approval of Minutes

Motion to approve April 2019 minutes Dick, Sean second, all approved.

Treasurer's Report – Sean Kane

April 2019 Financials

Cash on Hand: \$ 9,370.37

Ending Balance: \$11,401.62

All bills current

Motion to accept April financials:

Dick, Fil seconds, all approved.

May 2019 Financials

Cash on Hand: \$11,401.62

Ending Balance: \$ 7,949.88

All bills current

Motion to accept May Financials

Dean, Tracy seconds, all approved.

Sean noticed error on **2018 HOA Annual Report** and provided explanation in writing to Tracy (see below) for our records:

2018 HOA Annual Report

2018 Budget \$38,017.54

2018 Actual Expenditures: \$40,621.24

Misc/Adjustment line item \$ 2,365.00 – transfer of funds to Special District (payment in one check)

No expense for insurance in 2018. We now break out portion to both SD and HOA.

2019 Budget \$37,542.80

Increase in HOA fees of \$10.00 per billing period to cover slight increases in Landscaping costs and insurance.

Motion to accept Fil, Dean second, all approved.

Managing Agent Report – John Safford, Edgewater Management

- Cleveland completed spring cleanup and repaired areas damaged by plowing and with all the rain, the grass has come in well. Cleveland cleaned sidewalk on Seward and billed Phase II - \$481.50. Motion to approve Sean, Fil second, all approved.
- Dulmer will do the annual tree spraying this weekend. Dean requested a MSDS. Austrian tree along Seward that's turning red and two other trees that look dead we'll ask him to look at.

Old Business

- Rental Rules: This will be reviewed by the board and updated if needed.

New Business

- Financial Reports: Since the board will not meet until September, Sean and John S. will meet every month between now and then to review statements and email board for comments and approval.
- Board would like to meet with Dave Evans & Claudia Braymer to get an update. Board agreed on Monday, June 10th at 6pm. Sean will reach out to Dave and Claudia to schedule a date. Tracy agreed to host.
- Architectural Review: Graff is doing a walkway. Has this been submitted and approved? Fil will follow up with John Essig on all the Architectural Review forms.
- Painting Schedules: Next time we paint is 2020. Sean & Dick will look into a painting reserve and review by-laws.
- Trees: Last fall we budgeted \$6300 for additional trees to be cut and new trees placed along Birch Run Drive however, board agreed to wait for these four trees (planted in 2018) to mature before cutting/planting more. Fil reports Canadian hemlocks along Seward were not planted all the way to the southern end and he would like this done. He would like the berm cleaned up on Seward behind his home where fallen branches and debris have accumulated.
- Trees along Birch Run Drive: board agreed to wait another year or two until they mature before we cut/replace more.
- Back in Fall 2017, 24 hosta's were planted at the entrance and only 2 hosta's came back. Tracy notified Brookside and they believe voles probably ate the root systems. Brookside suggested planting 5 winterberry shrubs instead of hosta's. They agreed to replant 5 shrubs for \$200 which includes labor. Motion to approve Dick, Fil seconds, all approve.

Next meeting September 17, 2019 at 7:00pm

Motion to adjourn Dean, Dick seconds, all approved
8:55p.

Respectfully submitted by Tracy Riley

MINUTES

Birch Run Phase II – Special District

June 5, 2019 8:55 pm *Meeting called to order by Dean Higgins*

In Attendance

Dean Higgins, Sean Kane, Fil Fina, Tracy Riley, Dick Heffern, John Safford-Edgewater

Approval of Minutes

Motion to accept April 9, 2019 SD minutes Sean, Fil seconds, all approved.

Treasurer's Report – Sean Kane

April 2019 Financials

Cash on Hand: \$32,022.62

Ending Balance: \$36,642.99

May 2019 Financials

Cash on Hand: \$36,642.99

Ending Balance: \$32,009.46

Saratoga National MM Accts:

Storm Sewer #4141 \$ 25,095.06

Reserve #0671 \$ 33,713.62

#4141 \$ 25,095.06

#0671 \$ 33,713.62

All bills current.

Motion to accept April Financials:

Dean, Dick seconds, approved.

Motion to accept May Financials

Tracy, Dick seconds, approved.

New Business

- Sink hole at Entrance: Fil reported Connie Murphy, Phase I president hired Dave Wardell and he'll be doing the work in July. Last fall Phase I agreed to share the cost.
- Onsite contractors: When contractors are hired, John Safford or a member of the board should be available to meet and follow up after work is completed.

Next meeting September 17, 2019 at 7:00pm

Motion to adjourn Tracy, Dick seconds, all approved

9:15pm.

Respectfully submitted by Tracy Riley