

# KNOLLS AND RAVENNA HILLS HOA MEETING

October 4, 2018

12:00-1:30pm

## Board Members Present:

Susan Eggert: President

Bob Bishop: Treasurer

Dan Perrin: Member-at-large, Fences

Josh Thompson: Landscaping and Irrigation

Cindy Gaines: Secretary

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Meeting Minutes for May 30, 2018: previously approved without changes.

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**Bray HOA Management Company present:** Savannah Kohagen

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**\*BRAY HOA Management Company: 637 North Avenue**

Mark Shoeberg (mark@brayandco.com)

Savanannah Kohagen ([savannah@brayandco.com](mailto:savannah@brayandco.com))

**970-242-8450, [www.brayhoa.com](http://www.brayhoa.com)**

-Homeowners please call or email Bray for concerns or questions. This information will be forwarded to a board member and the homeowner will be contacted.

## ACC Committee:

The Knolls: Wayne Smith and Buck Buchanan

Ravenna Hills: Kathy Hall and Dave Meyer

## ACC Form approvals:

3676 Sparrow Ct. Storm door

2238 Fernwood Ct. tree removal

3686 Sparrow Ct. tree removal

2250 Cortina Ct. tree removal

2250 Fernwood Ct. tree removal

3445 Woodgate Dr. tree replacement

2170 Piazza Way Solar Panel

2254 Sparrow Ct. tree removal

-Please remember to submit a completed ACC form(s), for all outside changes to your home before your project begins. Forms are available on the Bray Website. Submit completed form to Bray or an ACC member.

### **Landscaping and Irrigation:**

-Four Companies were interviewed for Landscaping, Irrigation and snow removal for the Knolls/Ravenna Hills for 2019.

1. Bookcliff Gardens
2. A-Maes-ing
3. WD Yards
4. Thompson's Landscaping Maintenance

\*\*Bookcliff Gardens Landscaping proposal approved by the HOA Board, to continue Landscaping/Irrigation/Snow Removal for 2019.

### **Cement Lawn Edging**

Cortina Court homeowners in process of getting bids for cement edging, to be done spring 2019; this will be a homeowner expense. 3 companies will be contacted to give quotes.

-**Tree Spraying:** Josh will call T4 Trees to obtain their cost proposal for treatment of trees in the Common Areas, for fall 2018. Treasurer Bob Bishop will evaluate cost of amounts over 2018 Budget.

### **Compliance Issues:**

-Two Homeowners contacted for yard maintenance concerns by Bray HOA Management.

Board member will check in with the homeowner.

### **Financial Report:**

Current 2018 Budget discussed:

Irrigation Pumps purchased summer 2018: cost \$13,439 which was not budgeted for 2018. This cost was paid from operating accounts of both The Knolls and Ravenna Hills.

Revenue that the Knolls gets primarily is from 2 sources, \$600 from each homeowner and Ravenna Hills Assessment.

Assessment sheets updated for both The Knolls and Ravenna Hills.

Bob built into the budget 2019: the reimbursement costs of pumps purchased.

What is included in the 2019 Budget:

**KNOLLS:**

CCR updates/legal costs \$2500.

Tree spraying budgeted \$2419 – 2018 cost level.

Insurance cost increased - \$65

Landscaping increased - \$684

Electricity contract increase - \$143

Water shares increase \$326.

**RAVENNA HILLS:**

CCRs update Phase II/legal cost \$3600

Tree spraying (2018 cost level) \$1920

Master Association Dues to the Knolls \$377

Landscape contract increase \$2034

Budget includes reimbursement to cash accounts for cost of purchased irrigation pumps:

The Knolls \$9686, and Ravenna Hills \$3763

Treasurer Bob bishop contacted all companies for confirmation on cost fee increases for 2019

Bray HOA Management will have no increases for 2019, however this could change if they take on more services in the future. Possible fee increase may occur when Bray takes over Ravenna Hills-Bookcliff Gardens Liaison activities when Bob Bishop relinquishes position in 2019.

Assessment sheets updated for Budget Year 2019.

Lot sizes were determined in 2005, a study was done and decided the total open space was 5.292 acres, they measured the north at 2.910 acres and the south at 2.382 acres.

**Ravenna Hills:** A formula was done, to determine the acreage for each home. The homeowner dues are based on this formula/acreage. This break down will let homeowners see where their money is going. The Ravenna Hills Assessments sheet will be included in the Fall Annual HOA Letter.

Column for 2018 assessment: can see what is being paid each year, and what is being paid for 2019, and the amount of increase %.

Anything that changes in the budget for Ravenna Hills, the homeowner dues will automatically increase because the expense pertains to the common area and Ravenna Hills homeowners are subject to 28% of the increase as part of the assessment to the Knolls. This is because Ravenna Hills dues are based on what is budgeted.

The Knolls – no fee increase due to surplus.

**Ravenna Hills** – Expanded to show landscape, capital reserves street reserve and common expense costs for each of 41 homeowners.

Annual dues increase for 2019 ranged from:

-North (Fernwood/Sparrow Ct.) 3.79%-3.88%

-South (Cortina Ct) 3.45%-3.56%

Susan: is there anything that can prevent dues from going up—outside of landscaping? Is there anything we can do to offset this year?

Bob: the reason for no offsets is that the budget did not have any major projects budgeted for 2019, and with all other costs going up, there wasn't anything to offset.

Street Reserve Fund: Bob explained that the dues for the street fund – for Fernwood and Sparrow Ct.), was updated to the reserve study guidelines and is accumulated in the street fund capital reserve account.

Treasurer Bob Bishop presented a monthly budget spreadsheet that showed Ravenna Hills losing money in the summer months. The importance of not going over budget impacts the available funds to cover budgeted expenses during that time.

**Fences:** 2018 went over budget by \$371 and 2019 budgeted \$3000. Discussion occurred to consider raising this amount. No change in this amount will occur at this time

**The 2019 Budget Proposal for The Knolls and Ravenna Hills were presented by Treasurer Bob Bishop: Budget approved.**

[\\*The 2019 Budget, Assessment Sheets, ACC form and Proxy will be included with the Annual HOA letter that will be mailed to the home owners, approximately by the third week in October.](#)

#### **UPCOMING REVIEWS:**

When Bob Bishop departs from the Liaison Position with Bookcliff Gardens, further analysis will be conducted on the following:

1. Reserve study funding of unfunded assets identified in the report.
2. Ravenna Hills Cash deficiency review – reasons why and recommendation to fix/adjust.
3. Common area Ravenna Hills for Knolls applicable fees.
4. Reimbursement process for cash spent not budgeted for.

#### **CCRs:**

CCRs: Hopefully will have a report next year from attorney for Ravenna Hills, as to what constitutes common area. To help with decision on what homeowners are responsible to pay for.

#### **HOA Archives:**

Archives will be stored at Bray HOA Management. All past and current HOA information is scanned on a portable hard drive. Treasurer and Secretary will have a copy of the HOA hard drive.

#### **[ANNUAL HOA 2018 MEETING](#)**

**November 29 at 6:30pm**

**First Presbyterian Church – 3940 27 ½ Road (corner of 27 ½ Road and Cortland Avenue)**

Meeting Adjourned 1:30 pm

Submitted by: Cindy Gaines - HOA secretary