

Blaze Ridge HOA Board Meeting

09/13/2017

Attendees:

President - Debbie Lucci
Treasurer - Sarah Crum
Secretary - Gregg Collins
Signature Management - Bruce Allen

Meeting called to order @ 06:10pm

1st point of business: **New HOA website**

- Disclosure Statement Review
 - Bruce has not seen statement and needs access to site
 - Sarah was reimbursed for **Website Design fees** and **HOA magnets**, confirmed by Bruce Allen
 - Sarah stated that this was a generic statement and we should amend accordingly
 - 19 residents joined the website this week
 - Sarah to make Debbie an admin for the account to expedite contact with residents with questions and volunteering
 - There are 2 sites, **Blaze Ridge HOA** (*official*) and **Blaze Ridge FaceBook HOA** (*unofficial*)
 - Debbie to respond to (websites that are to be known as), **BRHOA** emails and Sarah and Debbie will manage **FBHOA** responses at this time.
 - Facebook page to be used for postings about missing pets, garage sales, block party information, etc.
 - Gregg suggested pet owners put up pictures of animals so residents can help with a potential lost pet situation or even play dates.
 - Sarah stated that the website was very user friendly and we can manipulate it at anytime

2nd point of business: **Front End Landscaping**

- What will be the solution moving forward?
 - Debbie suggests we keep the same Landscaper for this season
 - Bruce stated there was only one cut left this season and then there should be the post season cleanup
 - Debbie asked to have the beds cleaned and grass and weeds removed and trees trimmed
 - Bruce stated that he would have the landscaper get a quote for whatever we wanted
 - Sarah stated that it may be a good idea to get a picture of the front end when it is freshly cut and preened for future "Landscape Committee Volunteers" to have a baseline idea what we're looking to see.

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- question was brought up...
Who owns the land where the entry sign is?
A. *Bruce* The resident on that lot owns the lot but the HOA has an **easement** to have the sign and landscaping where it is.
- Bruce to gather information on easement dimensions
- Debbie inquired about the annual cost for landscaping
- Bruce stated it was \$1060.00 per annum presently
- Bruce suggested a light mulch replacement to keep things down until spring - **All agreed-**

3rd point of business: **Roads and Repair**

- Bruce let the board know that we have the responsibility for the streets at this time. He has been trying to find out about having **NCDOT** manage our repairs and **SONLAN Management** would have the memorandum regarding this. He has not had any success contacting them since the passing of the primary owner Sonny. He will continue going through other avenues.
 - Sarah asked about the **Realtor sign** at the end of Dickenson, could **Bruce contact Danny Babb to have it removed**. The concern was that people are coming into the development asking about the house(s) that are for sale. We would like to minimize that issue.
 - **Bruce stated that he will contact Danny Babb** and see if he will remove it or at least **modify** it to only reflect his company and a different advertisement.
 - Sarah also mentioned missing stop sign on Lightning Trail and the Misspelled street sign "**Bonfire Drive**" for "**Bonfire Court**".
-All agreed to wait until more information is available-

4th point of business: **Front End Flagpole**

- Debbie stated that **the flagpole** has been a constant topic from residents. There is no flag at this time and the light doesn't work and it is not a very professional installation.
 - She has gathered estimates for replacement options
 - Capitol Flag Company
 - Southern Flag Company
 - Commercial 20' Aluminum 3"-2" with solar light and installation \$1319.00 ttl CFC
 - Residential 20' Aluminum 2 pc. 2" pole only \$500.00 - light \$75-110.00 Installed \$550.00 + tx = \$1160.00+tx SFC
 - Or - We remove the existing flagpole and forget the whole deal
 - **Bruce asked if we were going to have the light shine on the sign and the flag?**
A. *Gregg* - No, The light proposed is mounted on top of the flagpole

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shining downward. We are thinking that this is a more vandal free and a cleaner look. We can research ground lighting at a different juncture.

- Bruce mentioned that he has investigated ground lighting and could share the pricing with us.
- Flag company stated that there would be a cost incurred to remove old flagpole and base. Gregg suggested we attempt removal first before committing to putting out more money where not needed.
- Bruce suggested having an estimate by the landscaper since he will be there later this week or next. **All agreed to get estimate**
- The commercial vs. residential flagpole argument(s) were from a safety and liability perspective. While a residential pole could withstand wind speeds of up to 100mph it is still of a two piece construction and rolled metal tubing whereas the commercial is solid Aluminum and can withstand winds up to 250mph. The cost was a difference of \$200.00 for piece of mind and residential safety.
- Bruce stated that we as an HOA should lean towards a commercial application from a liability standpoint. Not that we couldn't but it is a best practices type of endeavor that should be honored.
- Debbie asked Bruce if we as a board can vote on to move forward
- Bruce stated - Absolutely, we can get this done with a majority vote
-All Agreed to purchase and install new flagpole-

5th point of business: **Bank Account(s)**

- Debbie inquired about the **HOA bank account** and who has access to it for daily operations costs?
 - Bruce, **The Board will have access to the account period.** This is not an option it is a requirement of the board and at least 1 member.
 - We can make any decisions on purchases however, Signature Management i.e. Bruce writes the checks
 - Bruce stated we need whoever is going to be on the account to meet him at the Bank to get added to the account. Sarah has been elected the account holder for the board
 - Debbie asked if we would have access to the **account statements** as this has been an ongoing question from residents. They never receive bank statements, only Signature Management spreadsheets. We want to quell these anxieties among our home owners.
 - Online reports are available from the Bank website
 - **Cash on hand \$9,673.72** - as of 09/13/2017

6th point of business: **Delinquent Fees**

- Debbie asked what the **current status is for the HOA fees**
 - Bruce: outstanding amounts owed **\$3935.00**
 - Bruce: 2017 alone outstanding owed **\$1675.00**
 - Bruce: Pre 2017 owed **\$2260.00**
- Debbie asked what was the procedure for reconciling these dues and was it effective?

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- Bruce: 1st we charge a **late fee** of **\$20.00**
- Bruce: 2nd is a **15 day letter** which states that you are currently in arrearages and monies are now due. If you do not comply then the HOA is within their right to **file a lien** on your property and/or **foreclose** on the property.
- Debbie: When you send these letters do you get responses with reasons why they cannot pay like "hey I'm on a limited income" or "I lost my job" I just wonder if you provide options or special arrangements.
- Bruce: In the **15 day letter** it explains that if you have an issue you can contact us and start a payment plan but to date no one has ever attempted this at Blaze Ridge that I am aware of.
- Debbie: I know, as an example, that some residents are reluctant because they are being charged for a sump lot as an extra to the regular dues. It would be nice to figure out what the opposition is for paying their dues. **Is there a root cause from the past or do they just not think it's real or junk mail? How would we approach a resident to help them realize and catch up on their dues?**
- Gregg: We could put out a letter reflecting the new board and ask these questions and guide them to the **website to respond confidentially**.
- Bruce: All current late payers are recalcitrant and it's not as if they haven't received numerous notifications.
- Debbie: **I believe there is an opposition to the dues**, maybe because they haven't heard a word from the **HOA in 8 years**. That being said, when you buy a home here you sign and know there are dues that you are expected to pay to live here. it's only **\$100.00 a year**. It's important to let our neighbors know that we are trying to make a better community and that if you have an issue we would like to have some dialog with them and see what we can do together. It doesn't mean they don't owe the money, they do, but it would be nice to know what their opposition is to pay them.
- Gregg: We should send out a **form letter** that applies to all residents and not to single out any particular homeowner(s).
- Debbie: So ok let's put this letter together, a **feedback letter** that let's them know that we would like to work together to help get them back on track and to just give us a call or respond on the website.
- Bruce: I would like to get a copy so I know what your saying
- Sarah: That way if they **do not respond** we can go back to a more aggressive way to deal with the issue
- Debbie: Could be **the lien** on their house.
- Gregg: That costs money though, right Bruce.
- Bruce: **It costs about \$200.00 per lien** which goes against the account of the homeowner ultimately. The letter concept is good and if you even get five people answer you with any HOA dues response that would be considered a good step forward.
- Sarah: What if say their opposition is the extra cost for the **septic lot?**
- Gregg: Maybe we can waive that part of the bill perhaps

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- Bruce: If someone was to say that to me, I would say **pay the balance** and then we can work something out on the backend. there are only 4 septic lots in the development.
- Sarah: Well **can we eliminate the septic lot dues?**
- Bruce: While you can't eliminate the Home Owners dues, **yes you can** get rid of the septic lot dues as a Board. If that'll bring in some revenue it might be a good way to go.
- Debbie: I do want to know why you would move into an HOA development and not want to pay your dues?
- Gregg: A **home owner is responsible** for their Sump Lot. If we remove the fees they would have to know that they are still responsible for the maintenance for said lot **above and below grade**, right?
- Bruce: Right.
- Gregg: Something to think about if we go that route down the road
- Bruce: Right. A letter that formally says... They are ultimately responsible for the Sump Lot and all its contents.
- Debbie: Do we think that we want to take on this responsibility (Late fees) as a Board?
- Gregg: It could really be **an incentive** for the home owner.
- Bruce: It would be something I would give serious consideration if the return revenue is forthcoming
-Board agrees to form letter - Sump Lot fees to be discussed at another juncture-
- Is there any other business before we close and assign tasks? **None**
 - Bruce to handle landscaping, Realtor sign and estimate for old flagpole removal
 - Bruce to set up installation for new flagpole and solar light
 - Bruce to price out Stop sign for Lightning Trail.
 - Bruce to gather sign easement measurements
 - Bruce to contact SONLAN Management about Streets and responsibility / Contact NCDOT to find out actions needed to move them over to be the responsible party.
 - Debbie to contact Post Office about misnamed street sign (Bonfire Drive) to Bonfire Court.
 - Sarah and Bruce to schedule meeting at Bank for account management
 - Debbie and Gregg to work on form letter for HOA fee incentives and review website disclosure statement for amendments.

❖ **Motion to adjourn**

- Gregg Collins

Second motion

- Sarah Crum

Meeting Adjourned 09/13/2017 @ 7:17pm