

OLENTANGY THE CONDOMINIUM

Board Meeting – August 17, 2023

Minutes

Attendance: Derrick McPeak, Tony Mastriani, John Snedeker, Scott Zinn, Rick Blevins, Diane Mauk (PMM), and Doug Vaughn

Absent: None

Call to Order at 7:00 PM

- I. Approval of Minutes
 - a. Mastriani motioned to approve June 15, 2023, minutes and it was seconded by Blevins. Motion passed.

- II. Treasurer's Report
 - a. Zinn presented the financials as of July 31, 2023
 - i. Checking \$38,213
 - ii. Reserve Accounts:
 1. Kemba Money Market \$202,948
 2. Kemba Savings \$5
 3. Edward Jones CD – Goldman \$150,000
 4. Edward Jones CD – American Natl Bank \$150,000
 5. Edward Jones CD – Ally Bank \$100,000
 6. Edward Jones – DWS Money Market - 583
 - iii. Total Assets \$641,748
 - iv. Increase in Reserve \$89,236
 - v. Total Owner's Reserve \$641,748

- III. Manager's Report (Mauk)
 - a. Financials (July 2023)
 - i. Income has a positive variance of \$13,200.
 - ii. Administrative expenses have a positive variance of \$2,659.
 - iii. Maintenance and repair expense has a positive variance of \$10,182.
 - iv. Utilities has a positive variance of \$36,151.
 - v. Increase in reserve is \$67,505 over budget, after capital expenditures. Total assets are \$641,748.
 - b. Receivable Report:
 - i. Total receivables are \$3,197 spread among 5 units.
 - ii. Total prepays are \$15,334.

- IV. Landscape Report
 - a. Updates
 - i. Pat noted the committee has 4 additional major projects and 4 minor projects remaining for this year. The committee has some trees scheduled to be installed in October.
 - ii. McPeak noted the following landscaping items that have been completed:

1. Approximately 104 bushes were pruned.
2. 63 new plantings were installed.
3. Several areas across the community were seeded with grass.
4. General upkeep of flowers across the community and at the pool.
5. First phase of front entrance is complete and irrigation repairs were completed on August 16th.

V. Business Approved Outside of Monthly Meeting

- a. McPeak noted the board had the following items approved outside of the monthly board meeting:
 - i. Emergency Repairs to 4825 M Pennfair (Sewer Backup). Total Cost \$5,331.05.
 1. The repair was approved by all board members on 8/1/2023. Work completed by PuroClean.
 - ii. Retaining wall installation to hold back dirt, created by grade difference when new sidewalk was installed. Total Cost \$4,892. Work completed by Heiberger.
 1. The quote was approved by all board members on 7/18/2023.

VI. Old Business

- a. Tennis Court Repairs – perimeter repaired; crack fill scheduled.
 - i. McPeak noted repairs done and crack filling is currently scheduled for September. The contractor is behind on their schedule.
 - ii. McPeak noted that the board plans to obtain quotes for total replacement of tennis courts by Spring 2024. Tennis courts need drainage repairs.
- b. Fence Staining – Completed
 - i. McPeak noted unfinished fences (installed in 2022) were painted.
- c. Fence Repairs – In Process
 - i. McPeak noted that repairs are ongoing. Delays from rain and a supply issue with the cedar boards used.
 - ii. McPeak noted that the board is ready to approve additional funds if necessary, depending on where the project stand this month.
- d. Updates on Bylaws – McPeak noted that lawyer is working to complete updates to the declarations and bylaws toward the end of August. Once the updates are received, the board will schedule a community meeting to obtain feedback from owners. The board plans to have the association lawyer attend to answer questions from owners. Information will be shared with the community toward the beginning of September.

VII. New Business

- a. FHA Recertification
 - i. McPeak noted that FHA certification is up for renewal. The cost would be \$599 through CAPCA.
 - ii. Blevins motioned to approve as presented. Mastriani seconded the motion. Motion passed.
- b. 665 C OT – Entry Door Side Light w/Blinds
 - i. McPeak noted the board needs to provide additional information to owner and will vote on the request later.
- c. 4753 D MT – Windows rear of unit, change to double hung windows.

- i. McPeak noted a request for window replacements that included a request to modify some windows from sliding to double hung.
 - ii. Zinn motioned to approve as presented. Blevins seconded the motion. Motion passed.
 - d. 4753 C MT – Windows rear of unit, change to double hung windows.
 - i. McPeak noted a request for window replacements that included a request to modify some windows from sliding to double hung. Request is identical to 4753 D MT, noted above. Request is for a board members unit.
 - ii. Zinn motioned to approve as presented. Mastriani seconded the motion. Motion passed. Blevins abstained.
 - e. Purchase a CD, Term & Amount
 - i. McPeak noted the board would like to transfer funds to a CD.
 - ii. Zinn noted that the association has approximately \$208k in checking and \$89k in upcoming capital improvement and/or other bills. With the association’s regular monthly income, the association has enough liquidity to obtain an additional CD, to take advantage of the interest rates. The proposal is to transfer \$100k to a 12 Month CD.
 - iii. Zinn motioned to approve as presented. Mastriani seconded the motion. Motion passed.
 - f. Recycling Program
 - i. Waste Management - \$323.83/month – annual contract
 - 1. McPeak noted that after research, the association was ready to propose a one-year trial on a recycling program. The best quote was from Waste Management, at a monthly cost of \$323.83. This would include changing the selected dumpster lids and adding stickers. Additionally, SWACO would provide educational materials.
 - 2. Mastriani motioned to approve as presented. Zinn seconded the motion. Motion passed.
 - g. Policy Revisions
 - i. McPeak noted that the board has had initial discussion on updates to association policy. These updates could be approved by the board, without a vote by the owners. Some of the updates were suggested by the association lawyer. Prior to a formal vote by the board, the board wanted to start an open discussion with the community. McPeak went over the following proposed changes, copies were passed out to residents who attended the meeting. These proposals are in draft form. Revisions will be shared with the broader community later in August or early September. The proposed changes include:
 - 1. Fines Fee schedule revisions.
 - 2. Late fees - 10 days will be \$30 per occurrence.
 - 3. Commercial vehicle parking, revisions to clarify.
 - 4. Collections resolution provided by the lawyer for consideration.
 - 5. Record inspection policy template provided by the lawyer for consideration.
 - 6. Updates to landscaping guidelines
 - a. Guidelines for owner-maintained gardens.

- b. New window flower boxes would no longer be approved, current owners grandfathered.
- c. New notifications and fees on red stake gardens (non-compliance)
- d. Restricted plants list, which aligns with State of Ohio.

VIII. Resident's Comment

- a. A resident asked if the board has the authority to approve the policy changes noted above.
 - i. McPeak noted that per the Lawyer the board has the authority to approve the above changes.
- b. A resident noted they would like to have additional clarification in the policies on flower beds association with common areas (e.g., those near common hallways).
- c. McPeak noted he hoped to have policy update information out to the community by the end of August along with a newsletter.
- d. A residents asked how often documentation reviews (at property management) occurred by owners. Mauk noted it has only happened once in the past 5 years.
- e. A resident asked how the association planned to handle plants that were previously approved but were now on the exclusion list.
 - i. McPeak noted that plants previously approved, could stay, if they were not becoming invasive. The exclusion list is from ODNR through the State.
- f. McPeak noted that another resident survey would be distributed soon. The survey would ask for ideas on any additional amenities (e.g., recreational) owners would like to see added.
- g. A resident asked if the association should pay to seal cracks in the existing tennis court if it is planned for replacement.
 - i. McPeak noted that we may still have to seal the cracks, per our contract but Mauk was going to investigate. Additionally, the association is not sure when a vendor could get the replacement on their schedule. Having the cracks sealed now would allow them to be usable if replacement could not occur in early Spring 2024.
- h. A resident noted they had concerns about a reduction in the water aerobics schedule from 3 days a week to 2 days. They had heard rumors and felt that it was unfair to reduce the schedule.
 - i. Several other members of the community spoke that they felt unwelcomed to be near the pool area when water aerobics was occurring. They indicated they had been told they should not be at the pool when water aerobics was occurring.
 - ii. Mauk, McPeak, and Zinn all noted they have also heard complaints recently and over the years about water aerobics.
- i. A resident noted that concrete on the east side of the pool (near the wall) was starting to break up. They suggested the board consider adding a wooden deck to that location rather than replacing the concrete. Another resident noted the stairs near the pool entry gate could use attention.

- j. A resident noted that the new pool ladders appeared to be having some type of issue. They were not sure if they were narrower or loose. Vaughn noted he would investigate and tighten up the ladders if possible.
- k. A resident wanted to commend the board on all the improvements that have occurred over the past few months. They also wanted to express their frustration with the build-up of trash at the water run-off at the Olentangy River Road entrance. They picked up a 13-gallon trash bag full of garage.
 - i. Mauk noted other communities has established a group of volunteers to pick up trash. This area belongs to the City of Columbus; therefore, the community landscapers would not pick up the trash in that location.
- l. A resident asked if anyone knew who was putting a hammock up around the community. No one was aware of who it might be.

Meeting adjourned at 7:57 PM

Abbreviation Legend

MT	Middletowne Street
OT	Olde Towne Ave.
HB	Hedgebrook Ave.
Prov	Providence Ave.
CH	Churchill Ave.
PF	Pennfair Street.
PMM	Patterson Merkle Management