

# **OLENTANGY THE CONDOMINIUM**

## **Board Meeting – January 15, 2026**

### **Minutes**

Attendance: Scott Zinn, John Snedeker, Pat Thomas, and Diane Mauk (PMM)

Absent: Val DiPietro and Courtney Immell.

Call to Order for Reserve Study Discussion with Criterium Liskay Engineers at 7:01 PM

#### **I. Reserve Study**

- a. Mauk introduced Logan from Criterium Liskay Engineers to go over the reserve study.
- b. Logan provided a brief summary of the reserve study and long-term capital item repair / replacement projections. Repairs or replacements of these types of items occur over a long period of time; they are not replaced year to year, but repairs and replacements occur over a longer timeline. The reserve study acts like a funding model for long term budgeting.
- c. Logan noted some of the pressing items, including retaining walls near the club house. Roadwork is somewhat subjective depending on individual preferences. Some roofs have been repaired recently; aside from the areas that have been repaired, no immediate repairs appear to be needed. Some of the bricks will start to need repairs; some mortar and brick walls are need of replacement or removal (brick walls only).
- d. Logan noted culvert deterioration under the lodge, which sits over a creek with a culvert. The foundation of the lodge, where the culvert forms, has some cracks and spalled concrete that will need repairs at the culvert. It is a very small area and doesn't appear to need immediate repairs, but it is something that will need to be watched. It is unclear if the culvert is tied into the lodge foundation and if the culvert is the responsibility of the city. Residents noted that the city has done a lot of work on the culvert historically. Residents also noted that the city put in one of the retaining walls and has maintained the culvert.
- e. Logan noted that the reserve study is for 20 years.
- f. A resident asked how often a reserve study should be done, Logan noted there is a recommendation from an organization that guides condo associations, and they recommend updating the study every 3 years. Logan believes it should be updated every 3 to 5 years.
- g. Thomas noted that once we got the draft version, the board saw items that were not on the board's radar, those items have been added to our watch list.
- h. Residents asked about road replacement, and Logan placed the repairs over 4 phases starting in 8 years.
- i. A resident recommended installing an underdrain during the next large asphalt repairs or during the next mill and fill. That was not done the last time the roadways were replaced.

#### **II. Call to Order of Regular Board Meeting at 7:40 PM**

- III. Approval of the Minutes
  - a. Minutes from November 20<sup>th</sup>, 2025
  - b. Snedeker motioned to approve minutes; Zinn seconded motion. Motion approved unanimously.
  
- IV. Treasurer's Report
  - a. Zinn presented the financials as of December 2025 (Pending Final Close)
    - i. Checking \$16,681
    - ii. Reserve Accounts:
      - 1. Kemba Money Market \$174,569
      - 2. Kemba Checking \$5.00
      - 3. Edward Jones CD – Goldman Sachs \$109,000, 5% matures 9/16/26
      - 4. Edward Jones CD – Goldman Sachs \$112,000, 4% matures 7/8/26
      - 5. Edward Jones CD – Goldman Sachs, \$165,000, 4.0%, matures 4/6/26
      - 6. Edward Jones CD – Bank of America, \$165,000, 4.0%, matures 4/30/26
      - 7. Edward Jones – DWS Money Market \$572
    - iii. Total Assets \$742,826
    - iv. Increase in Reserve \$109,985
    - v. Total Owner's Reserve \$742,826
  
- V. Manager's Report (Diane)
  - a. Financials (December 2025 – Pending Final Close)
    - i. Income had a positive variance of \$11,986.
    - ii. Administrative expenses had a negative variance of \$14,813 (insurance and legal advice).
    - iii. Maintenance and repair expenses had a negative variance of \$13,761.
    - iv. Utilities had a negative variance of \$48,688 (Gas and Water/Sewer).
  - b. Receivable Report:
    - i. Total receivables are \$1,208 spread among 3 units.
    - ii. Total pre-pay was \$10,854.
  
- VI. Landscape Report
  - a. Thomas noted the committee is still on break. Plan to start work at the end of March.
  - b. A resident asked about the timeline to replace the ground cover that is bare. Thomas noted that when the ground cover is removed, the ground is treated with a heavy herbicide, which kills new plants. It takes time for the herbicide to degrade and the committee now waits at least 1 full calendar year before new plants are installed.
  
- VII. Business Approved or Denied by Email Votes
  - a. 2026 budget approved.
  - b. 2026 Insurance – Total cost \$150,935 under our planned budget of \$160,000. Cincinnati Insurance Company.
  
- VIII. Old Business
  - a. None

IX. New Business

- a. 621 A Prov – Add Gate to Deck
  - i. Owner requested gate be added. Association to cover, since the unit has no gate like other units.
  - ii. Snedeker motioned to approve as noted above, Zinn seconded motion. Motion passed unanimously.
- b. 677 A/B Prov Underground Drain
  - i. CCS Plumbing to fix common drain and additional work. Bid \$4,593.50.
  - ii. Snedeker motioned to approve as noted above, Zinn seconded motion. Motion passed unanimously.
- c. Moving \$100,000 to new CD from the Kemba Money Market
  - i. Zinn motioned to approve as noted above, Thomas seconded motion. Motion passed unanimously.
- d. Water Shut Off – Thomas noted that we have recently had some issues with new owner shutting off the building water shut-off, rather than the shut off for their unit. The association is going to go into every building where the building water shutoff valve is located and placing signs to be clear on which valve is for the unit and which is for the entire building.
- e. Review 2026 Budget
  - i. Thomas noted that the association began the budget process in the fall, planning a 3% increase. The deeper the board got into the budget, we released a 6.5% increase was needed.
  - ii. Thomas noted a large impact could be made by owners helping to manager their water and gas usage. Fix running faucets and toilets and installing smart thermostats were noted.
  - iii. See Outline of budget and Thomas' notes about each line item below in the appendix.

X. Resident's Comment

- a. A resident wanted to know why the association couldn't use pet-friendly salt. Thomas noted that the pet friendly salt doesn't melt the ice at lower temperatures. A resident noted that the salt isn't spread out evenly, which may also be causing the issue. Thomas requested that Mauk talk to the snow removal company to what they have done at other communities.
- b. A resident asked about painting the newer fences. Mauk noted that the association had a contractor that failed to get the work, and the association was not able to secure a replacement contractor.
- c. A resident was worried that previous boards might not have kept up with inflation.
- d. A resident felt bad because of the increase in HOA fees and the impacts on other residents that had tight budgets.
- e. A resident asked if there was a possibility of increasing the fee to utilize the lodge. Snedeker noted the board had previously discussed this and was trying to balance generating income to cover the cost of the lodge while keeping the fee low, given it is an

amenity for the community. Thomas noted that the board could discuss the possibility of raising the fee to \$100 with community input.

- f. A resident asked about recycling and individuals from Olentangy Commons thinking that the association was part of that community. Snedeker noted that the board and property management have attempted to talk to the Commons management, and they are non-responsive.

Meeting adjourned at 8:51 PM

**Abbreviation Legend**

<b>MT</b>	Middletowne Street
<b>OT</b>	Olde Towne Ave.
<b>HB</b>	Hedgebrook Ave.
<b>Prov</b>	Providence Ave.
<b>CH</b>	Churchill Ave.
<b>PF</b>	Pennfair Street.
<b>OR</b>	Olentangy River Road
<b>PMM</b>	Patterson Merkle Management

**Appendix**

*Note: Increases based on changes from the previous year's budget.*

<b>Budget Item</b>	<b>Amount</b>	<b>Notes</b>
Operating Income	\$1,148,436	6.5% Increase to cover expenses
<u>Other Income</u>		
Late Fees / Misc.	\$1,300	
Lodge Rental	\$3,500	
Interest Income	\$18,000	4 CDs will mature in 2026
Cable Revenue Share	\$2,000	
Laundry Income	\$200	Final year of contract with current vendor
Locker Fee Income	\$1,500	
<b>Total Income</b>	<b>\$1,174,936</b>	
<b>Utilities</b>		
Electric	\$26,250	5% increase.
Water and Sewer	\$225,000	25% increase, based on announcement from City of Columbus.
Gas	\$114,400	57% increase based on sharp increases from gas company in 2025. Our cost in 2025 was ~\$114,801.
<b>Total Utilities</b>	<b>\$365,650</b>	<b>31.7% increase</b>
<b>Maintenance</b>		
Common Area Maintenance	\$75,000	

Budget Item	Amount	Notes
Maintenance Staff	\$97,000	
Pool Expenses	\$18,000	
Club House Cleaning and Maintenance.	\$7,000	
Common Area Cleaning	\$7,000	
Extermination / Insect Control	\$7,500	
Animal Trapping and Control	\$11,000	No increase
Landscaping Contract	\$71,290	EMI didn't have an increase for 2026. EMI has a new contract, and the second and third year will each be a 2% increase. We added 1 additional leaf cleanup in December and a cleanup of the spiked Gum Tree seed pods.
Landscaping Misc.	\$24,000	
Recycling	\$12,102	No increase
Snow removal	\$40,000	50% increase. In 2025 we spent ~\$49,937 in snow removal.
<b>Maintenance Total</b>	<b>\$369,892</b>	
<b>Administration</b>		
Management Fee	\$51,696	No increase
Employee Benefits	\$20,500	
Legal and Accounting	\$2,500	
Income and Federal Taxes	\$3,750	
Office Charges / Postage	\$5,000	No increase
Telephone	\$0	Removed landline
Reserve Study	\$0	No study in 2026, was done in 2025.
Insurance Expense	\$160,000	12.8% increase.
<b>Admin Total</b>	<b>\$243,446</b>	<b>8.6% increase</b>
<b>Capital Expenses</b>		
Fence Replacement, Dumpster purchase, concrete, water line repairs, tuck point / brick, security camera (lodge)	\$89,960	4753 is scheduled for fence replacement. Tuck point outlined in new reserve study. \$25,000 concrete work is primarily focused of trip hazards and ramp install. Average cost of water line breaks is \$3,150, about 17% increase from the previous year.
<b>Capital Expenses Total</b>	<b>\$89,960</b>	
<b>Reserve Contribution</b>	<b>\$105,000</b>	