

# **Mission Hills Condominium Association**

## **Board of Directors Meeting Minutes**

A meeting of the MHCA Board of Directors was held on Tuesday, December 19th, 2023, at Mission Hills Condo Association's Club House and on Zoom.

### **I. Meeting Called to Order**

1. The meeting was called to order by John Emberson, President at 5:02 PM who also acted as chair.

### **II. Roll Call**

1. Cheryl Acton, the Secretary, took roll call. Present were:
2. John "Jack" Emberson, President
3. Al Robinson, Vice President
4. Jone Burr, Treasurer
5. Cheryl Acton, Secretary
6. Doug Kuchle, Member at Large

A. A quorum was established.

B. Also in attendance were:

1. Bob Kelly - Ameritech - Property Manager
2. Pledge of Allegiance recited by board member at large and U.S. Veteran Doug Kuchle

### **III. Meeting Minute**

1. Cheryl made a motion to waive the reading of the minutes and approve them as written for the meeting held on November 21, 2023. Al seconded. All in favor. The motion passed unanimously.
2. Cheryl made a motion to waive the reading of the minutes and approve them as written for the meeting held on December 12, 2023. Doug seconded the motion. All in favor. The motion passed unanimously.

**IV. President's Presentation:** The sequence of the meeting agenda changed to accommodate the preparation of the presentation.

**V. Treasurer's November Report**

Revenue: \$235,851  
Expenses: \$246,055  
MTD: (\$10,202.10)  
YTD: (\$86,334.10)

1. Budget was approved a couple of weeks ago.
2. We agreed to reconvene until we had the actual numbers
3. Insurance came 30% higher insurance.
4. The new rate is \$491,349
5. The Finance charges are \$21,600
6. Doc stamps \$1,500
7. By law, next year we have to do a valuation study of all the buildings again.
8. We are over budget for YTD of \$86,000 and it could go up to \$100,000 for the year.
9. We put \$100,000 contingency so by next year we should get that back to zero.
10. That is in place of doing a special assessment.
11. Rates as follows:

	2023	2024	Increase
1/1:	\$434.58	\$491.18	\$ 56.60
2/2:	\$558.43	\$631.73	\$ 73.30
2/1	\$521.32	\$589.62	\$ 68.30
2/1 Sp	\$525.66	\$594.55	\$ 68.89

12. Delinquencies in November \$10,549
13. We still have \$1,576 as part of the Special Assessment from last year.
  1. There is a CD due for Fifth Third Bank for Spectrum reimbursement \$15,665 put Landry's account and wrote a check for the same amount to move it to the operating account for us to use.

## **VI. Maintenance Report - by Doug Kuchle**

1. Have issues with condos that have been flooded. The ceiling came down last month. The problems with these roofs is the TPO system that was put on.
2. Animals chew through this type of roof.
3. When it rains, it leaks because they makes holes in the roof.
4. We fix them as they come up but once the damage is in the condo, the ceilings, cabinets, microwave, etc is the homeowner's responsibility.
5. The way the insurance is written in condos is, that anything from the texture in of the wall inward is the responsibility of the owners.
6. Anything on the other side of the drywall is the homeowner's responsibilities.
7. If you don't have insurance, you will be paying it out of pocket.
8. Recommend you get insurance, even if it's minimal because it can get expensive.
9. (In the future) we are getting a product that is similar to what the contractors are using that doesn't void the warranty.
10. Animals chew through plastic, they don't like asphalt. We are looking into that.
11. We will try to do that in-house.
12. Ken is doing a really good job, if you see him, say hi.

## **IV. President's Presentation**

1. Special Assessments from 2020-2023, \$966,000
  - 2019 Pool Renovation: \$54,000
  - 2021 Replacement of pool equipment: \$68,000
  - Last four year - Total Pool Equipment: \$122,000
2. Four things we were sold by Pool Works.
  - 1) Efficiency and cost-effectiveness.  
Energy up \$11,500/year  
June 2021 electric bill was \$969 (With Clubhouse) vs \$2,728 in June 2023
  - 2) Ease of Maintenance  
Certified maintenance person or voids warranty (very sophisticated)  
was \$525/mo, now \$925.00/mo
  - 3) Meeting the 541 SqFt water filtration flow code. Our old pumps were reused "had to meet code"

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old was 525 SqFt, promised 600 SqFt

4) Risk mitigation

“What the bill would be if someone fell into a pool pit” somebody goes in it.

## 3. Trees

1) Phase III, 2023

2) \$150,000 to cut down an additional 75 trees

3) We still have, roughly, \$75,000 remaining

4) Each tree removal costs between \$2,500-\$10,000

5) We have to pay \$48.00 per inch for every healthy tree removed.

6) Some of the trees removed were healthy, we paid \$4,500 to the city for the Tree Fund.

7) John Snow, Arborist, shows that 9 out of the 75 trees were at risk.

8) We will have to take out more trees but the high risk are handled.

## 4. Plumbing:

1) Phase 3 -SA      \$129,000

2) Phase 4-SA      \$144,249

3) Regular calls      \$157,205

4) in 2 years      \$431,100

## 5. Roofs:

1) Non Assessments      \$255,225

2) Assessment      \$582,020

3) Spent in 1 Co.      \$837,245

## 6. Where the money went?

1) Pool      \$ 68,000

2) Trees      \$ 71,000

3) Plumbing      \$273,896

4) Roof      \$592,813

5) Total      \$995,813

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We had a thinking that when something breaks, we have to replace it with new instead of fixing what's broken because we had to look at 50 years ahead.

We spent \$105,000 on each roof suggested by the lead supervisor, when it was pointed out by homeowners that a compatible roof could have been done of about \$85,000; the suggestion was turned down by leadership. That's why we need oversight.

7. What can we do now to control our expenses?

8 Oversight Committees/Teams: trees, roofs, buildings, grounds, finance, etc. We will need people that come together in this.

9 We can only do this together!

### **VI. Teams Reports by Cheryl and Al**

#### **From the Welcome Team:**

We would like to welcome the new residents: Kimberly Young, Gloria Tombaugh, Jody Stagner, Gary Parson, and William Butchart. As always, if you run into them, welcome them to Mission Hills.

Arlene with Judy Leibin work in the winter, and when Arlene snowbirds, Kathy Spooner and Judy Leibin work in the summer.

#### **Orientation group:**

I would like to recognize them because they have been doing a great job for a long time. We are all grateful for their contribution.

**Teams and Committee:** Trees, roofs, buildings, grounds, finance, etc

#### **Communication Team:**

This team was created with the goal of being able to have more transparency between the board and the residents.

There are two ways of reaching the board: 1) a mailbox was installed in the lobby, it is confidential and your questions will go directly to the board. Please leave your name and phone number so you may be called. Remember that a member by the team might call you to acknowledge its receipt but it will be answered by a board member. 2) email to the board directly.

From time to time, we print a sheet with all your Q&A and share the information with the rest of the residents. Someone sent an email suggesting that, and we are doing it.

To minimize emails and avoid email fatigue, we accumulate a few questions before we send it out.

Questions you send to the board, are taken up during the board meeting which opens the door to ask follow-up questions after the meeting is adjourned, time permitting.

We offer many ways to distribute the Q&A: lobby mailbox, bulletin board posting, minutes, Newsletter, and email. It is really confusing when I hear someone say "didn't know" or

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there is no transparency. If you want to know something, you just have to either read or ask. You will get an answer.

The subject that keeps continuously resurfacing is the sale of the boom truck. I will touch on what we are doing in order to justify a boom truck. There are prerequisites to be able to justify the purchase of another one.

Previous Q&As are being handed out since they have already been shared by email and posted on the bulletin board. If we have space on the Post, they will be added there for everyone to have the opportunity to review them.

### **AI, Vice President's update on safety**

- 1) All crew went through Fire Extinguisher training.
- 2) AI and Sue are certified as well.
- 3) Certificates were presented during lunch today.
- 4) A group of 10 residents purchased lunch for the crew today.
- 5) A fire extinguisher map locator has been developed
- 6) CPR projected for future training.

## **VIII. Committee Reports**

### **A. Compliance Committee - Bob Kelly - Ameritech Prop. Mgr**

1. Started violation walk
2. It will take until next week into January
3. Yesterday, some were evaluated for the fining level.
4. Some were computed and came close.
5. Look at the rules on the website.
6. This week and next will finish the walk.
7. AI and Cheryl will visit the "finals"

## **IX. Old Business:**

AI: 1) Fuel tanks - We own them, that expense is out.

1. Looking at monitors, researching to see if meet our needs.

2) Laundry Room:

1. Commercial Equipment rental is not worth it.
2. W/D needs fixing through a vendor we used for many years.
3. We need to purchase a new stackable dryer set for the Laundry room south.

Refurbished: \$1,932.82 - 90-day warranty - up to \$2.00

New: \$3,516.10 - 3 years warranty on parts - 90 labor. Coin drop

4. Would be purchased at the beginning of the year.
5. Have to fix some old parts. Will cannibalize the old ones.

Jone made a motion to approve the purchase of a new stackable dryer, and Doug seconded it. All in favor, motion passed.

Cheryl: 1) Read the attorney's answer from the tabled amendments.

2. Compensation. Bylaw Art III Section 8

Jone made a motion to repeal the change to the amendment, and Cheryl seconded. All in favor. Motion passed.

1. Simple majority vote, Article of Inc. Art IX.

Jone made a motion to repeal the change to the amendment, and AI seconded. All in favor. Motion passed.

## **X. NEW BUSINESS:**

An update regarding the landscape. Two of our crew members attended Fertilizer/pesticide training. This training is needed to legally take care of the lawn. Other crew members have been Trained and Certified in Landscape Best Management Practices. But, in order to be able to purchase another boom truck, a few things need to happen. The crew that was certified in Landscape Best Management Practices needs to attend a refresher course and tree trimming training follow-up from the arborist and attend classes from the county on further trimming tips. The reason why it cost so much in tree trimming in the past in Mission Hills is because of not following arborist standards and damaging the trees, which in the end, trees got sick and had to be taken down. We lose trees and money. This year, they received training from Arborist Apollo, attended Arborist John Snow's presentation, and will attend next quarter's another Apollo presentation. Education is the safest way to keep costs down and able to purchase the truck again. We have agreed with Ameritech to assure the community that the crew will be covered under workmen's compensation when operating the truck. This process is a work in progress, we are a tree community and we need to invest in our biggest asset, trees and the crew. Also, the sale of the truck helped bring the budget down. In the meantime, as Mr. Spock would say: 'The needs of the many outweigh the needs of the few.'

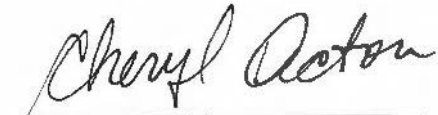
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### **XI. Adjournment:**

Jack made a motion to adjourn the meeting, Al seconded it, all in favor. Motion passed.

The meeting adjourned at 6:05 PM



Cheryl Acton, Secretary