

# **Wynds of Liberty Homeowners' Association**

Annual Meeting  
May 14th, 2019

# Agenda

- Call to Order 7:00 PM
- Meeting Notice Posted
- Introductions 7:00 PM
- Reports 7:10 PM
  - Management Report
  - 2018 Financials
  - 2018 Budget
- Questions / Answers 7:50 PM

# Agenda – continued

- Nominations 8:00 PM
  - Open Nominations
  - Close Nominations
  - Candidate Summary – 2 minutes per candidate
- Election
  - Election Monitors
  - Ballot tabulation 8:30 PM
- Election Results 8:40 PM
- Adjournment 8:45 PM

# Introductions

## Board of Trustees

- Anthony Gilbert - Member at Large
- Doug Lantz - President
- Dave McMillan- Vice President

# Management Report

- Self-managed association -> transition some services
- Most associations use management company
  - 2010 assessment invoicing and collections, covenant letters
  - 2016 financial reporting
- As a self-managed HOA, our biggest challenge is getting homeowners involved
- We need volunteers who are willing to commit their time and follow through....

# Management Report - Assessment Status

As of today,

- Assessments were due on February 15<sup>th</sup> 2019
- 23 total outstanding as of today
  - 23 – 2018
  - 25 – 2017
  - 22 – 2016
  - 24 – 2015
  - 35 – 2014
  - 29 – 2013
- 1 outstanding with liens
- 4 outstanding with pre-lien letters

# 2018 Financials – Income

		2,018				2,019
		Actual	Budget	Diff	%Budget	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
HOA Fees		64,781	63,240	1,541	102%	63,240
Directory Sponsoship				0		
Fin Charge & Late Fees		3,268	800	2,468	409%	800
Fines Assessed		50		50		
Interest Income		53		53		50
<b>Total Income</b>		<b>68,152</b>	<b>64,040</b>	<b>4,112</b>	<b>106%</b>	<b>64,090</b>

# 2018 Financials - Expenses


Expense	2,018				2,019
	Actual	Budget	Diff	%Budget	Budget
Bank Service Charges	204	200	4	102%	200
Paypal Fees	1,019		1,019		1,000
Committees	584	600	-16		600
Common Area Repair					
Entrance Monument Maint/Rep	0	15,000	-15,000	0%	66,500
Irrigation System Repairs	0	2,000	-2,000	0%	15,000
Lighting Repairs		1,000	-1,000		3,500
Total Common Area Repair	0	18,000	-18,000	0%	85,000
Directory			0		
Entrance Holiday Decorations	1,500	2,200	-700	68%	2,200



# 2018 Financials - Expenses

	2,018				2,019
	Actual	Budget	Diff	%Budget	Budget
<b>Grounds Maintenance</b>					
<b>Bed Maintenance</b>	650	1,163	-513	56%	1,163
<b>Fall Floral Display</b>	416	745	-329	56%	745
<b>Floral Maint</b>	62	111	-49	56%	111
<b>Irrigation System Maintenance</b>	698	1,250	-552	56%	1,250
<b>Leaf Removal</b>	309	554	-245	56%	554
<b>Mulch/Spring Cleanup</b>	1,784	3,194	-1,410	56%	3,194
<b>Summer Floral Display</b>	416	745	-329	56%	745
<b>Trash Clean Up</b>	432	774	-342	56%	774

# 2018 Financials - Expenses

	2,018				2,019
	Actual	Budget	Diff	%Budget	Budget
Tree/Shrub Pruning Maintenan	499	894	-395	56%	894
Tree/Shrub Spraying	140	250	-110	56%	250
Turf Broadleaf Control	642	1,150	-508	56%	1,150
Turf Crabgrass Control	351	629	-278	56%	629
Turf Fertilization	321	575	-254	56%	575
Turf Insect/Grub Control	560	1,003	-443	56%	1,003
Turf Mowing	3,131	5,605	-2,474	56%	5,605
<b>Total Grounds Maintenance</b>	<b>10,413</b> 	<b>18,642</b>	<b>-8,229</b>	<b>56%</b>	<b>18,642</b> 

# 2018 Financials - Expenses

		2,018			2,019
	Actual	Budget	Diff	%Budget	Budget
<b>Insurance</b>	2,775	2,775	0	100%	2,775
<b>Mailbox/Street Sign Maintenance</b>	38				
<b>Management Fee</b>	2,700	3,000	-300	90%	3,000
<b>Newsletter</b>		800			800
<b>Private Mailbox Service</b>	360	420	-60	86%	360
<b>Postage</b>	577				
<b>Professional Servcies</b>					
<b>Legal</b>	561	2,000	-1,439	28%	2,000
<b>Total Professional Servcies</b>	561	2,000	-1,439	28%	2,000
<b>Reserve Funding</b>	10,560	10,653	-93	99%	10,560

# 2018 Financials - Summary

	2,018				2,019
	Actual	Budget	Diff	%Budget	Budget
<b>Utilities</b>					
<b>Electric</b>	1,224	1,200	24	102%	1,200
<b>Internet Services</b>	926	800	126	116%	1,000
<b>Water</b>	881	2,000	-1,119	44%	2,000
<b>Total Utilities</b>	3,031	4,000	-969	76%	4,200
<b>Voice Mail</b>	370	400	-30	92%	400
<b>Yard Sale</b>	0	350	-350	0%	350
<b>Total Expense</b>	34,692	64,040	-29,348	54%	132,087

# Current Balance Sheet

Dec 31, 2018

## ASSETS

### Current Assets

#### Checking/Savings

PNC - Money Market (Reserves)	55,197.19
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PNC Checking	33,059.00
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PNC Money Market	13,596.45
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Total Checking/Savings	101,852.64
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Accounts Receivable	13,596.45
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Total Current Assets	115,449.09
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# Projects

- Mailbox Replacement project
- Landscape services RFP/Vendor select
- Princeton Road entrance lighting
- 747 entrance irrigation and lighting
- Irrigation system repairs
- Entrance ironwork repair

# SR 747 Improvement

- Duke Energy powerline relocation
- Powerline regulations
- Landscape replacement approvals
- Road expansion
- Storm Drain modifications
- BCEO, Duke Energy, Township Trustees

# SR 747 Improvement

- Permanent/Temporary service pole
- Restore HOA water service
- Restore HOA electric service, our expense
- Streetlights
- Water pooling – grading issue

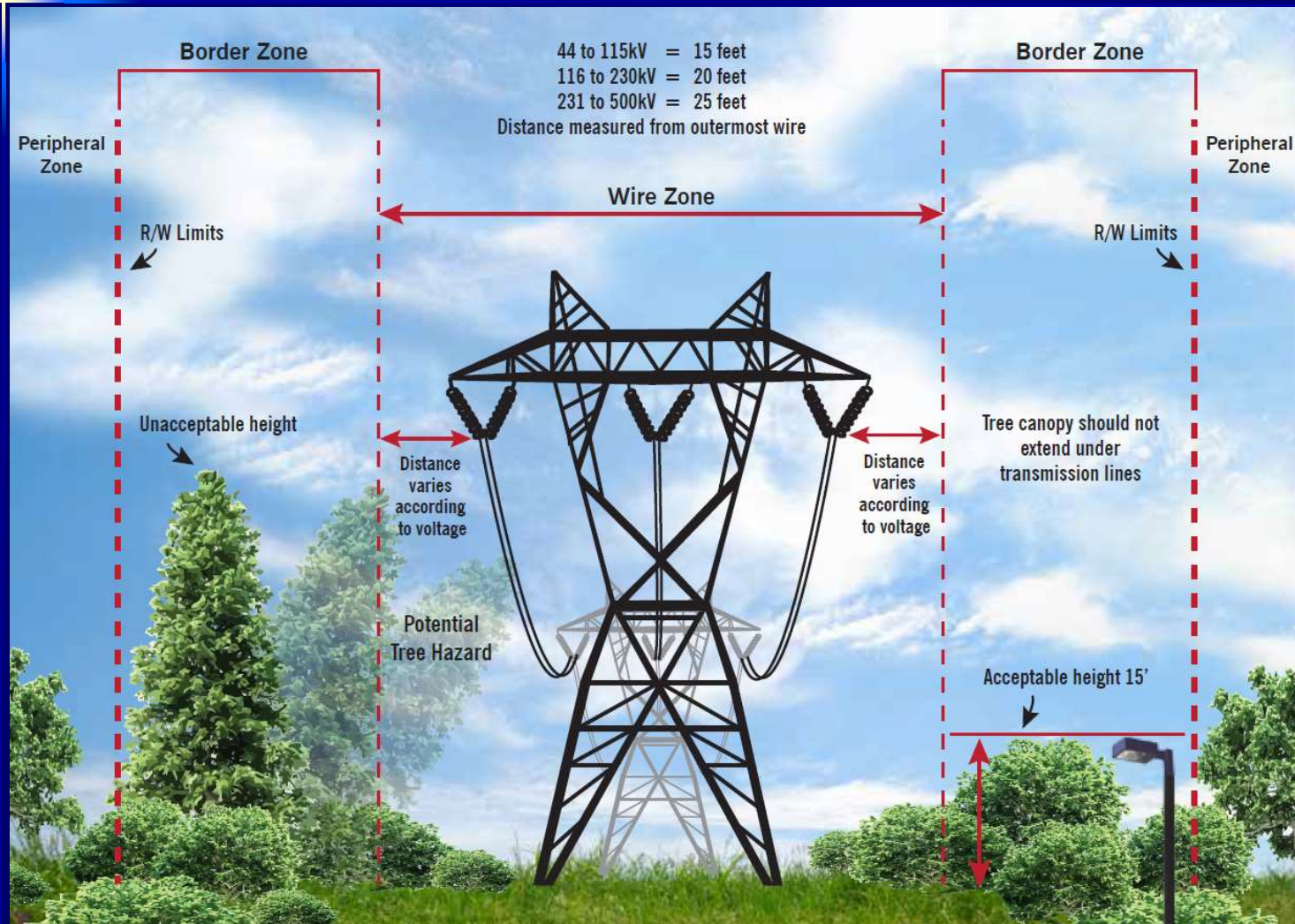


# SR 747 Improvement

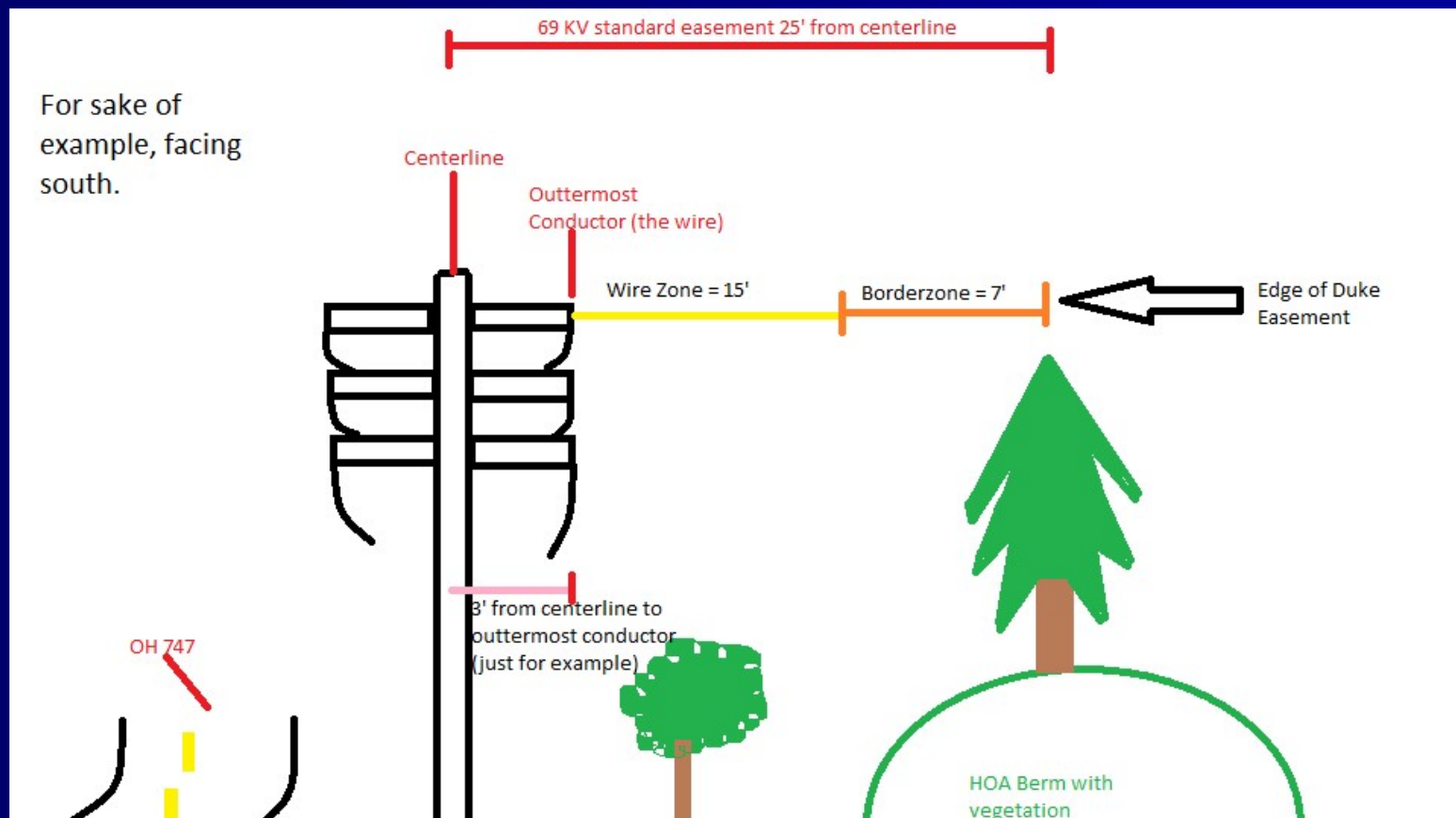
## Next steps

- Restore electric to south side
- Restore low voltage lighting to south side
- Restore irrigation
- Meet with adjacent homeowners
- Finalize quotes for landscaping

# Duke Right of Way Restrictions



# Duke Right of Way Restrictions



# Duke Right of Way Restrictions

HOA agree(s) to: (Responsibility/Activity/Timeline);

Wynds HOA understands that the Duke Energy transmission rights of way and easement are protected and have restrictive uses, for compatible uses please see the attached guidelines and restrictions:

- No structures shall be placed in the rights of way
- No tree species in wire zone
- No trees over 15' mature height in border zone

Duke Energy and Wynds HOA further agree(s) that upon completion of the work the terms of this MOU will be incorporated into a final release.

# Mailbox Replacement Program

- Completed replacement of 372 mailboxes and 18 street signs- late 2016
- New mailboxes reduce maintenance
- Damaged mailboxes are paid for by homeowner
- Maintain reserve account

# Newsletter Committee

- Ron Pfister

# Welcome/Social Committee

Maureen Mowl

## Purpose / Committee

- Group of neighbor volunteers who meet once every other month in evening at Shooters or other social location
- Welcome new neighbors into our subdivision while also provide informational guidelines on neighborhood rules
- Maintain neighborhood directory
- Help neighbors connect / socials
- Help provide content for neighborhood newsletter

# Welcome/Social Committee

## Accomplishments

- Set up [directoryspot.com](http://directoryspot.com) for Wynds of Liberty Neighborhood - received sponsorship from local realtor Kathy Kramer - no cost to neighbors
- Created welcome packets to distribute to 2018 neighbors and purchased "Welcome Home Wynds of Liberty" coffee mugs - based on agreed upon budget from Trustees.
  - 3 new neighbors this year
- Coordinated and set-up street ambassadors to help welcome new neighbors - Still spots to fill!
- Fall Social 2018
- Continue to try and get word out regarding upcoming neighborhood events



# Welcome/Social Committee

## How You Can Help

- Sponsorship
- Join the committee - next meeting to discuss Fall Social 2018
- Become a street ambassador
  
- Next Projects: Fall Social 2019 & Sponsorship

# Covenants and Restrictions

- Covenants covers design reviews and violations
- Design review forms on website
  - Most reviews are for fencing and pools
  - 12 design reviews in 2018
- Many violations reported by homeowners
- Routine “drive arounds” are done throughout the neighborhood
- Reporting Process
  - Emails to [covenants@WyndsofLiberty.com](mailto:covenants@WyndsofLiberty.com)
  - Phone calls to (888) 467-8256

# Covenants and Restrictions

Responded to 51 issues / complaints.

Letters are sent for violations

- 3 step letter process

- ORC 5312.11 allows for enforcement assessments

- Each letter escalates the process, letter #2 notifies of fine possibility, letter #3 notifies of fine amount

- Most comply after 1<sup>st</sup> or 2<sup>nd</sup> letter

- Repeat violations by homeowner given expedited timeline

## Violations

- Most are for RV's, boats/trailers and utility trucks parked/stored in driveway

- Failure to maintain property

- Failure to maintain yard

# Frequently Asked Questions

## ■ Street Lights

- The street light repairs are done by Duke Energy

To report lights that are out or in need or paint and/or repair report via the Duke Energy web site or call 287-4582.

# Frequently Asked Questions

## Snow Removal

Snow removal for the roads in our neighborhood is the responsibility of the Liberty Township Road Department at 6957 Yankee Road.

Please call the road department at 777-4161 for comments.

# Frequently Asked Questions

## Mailboxes

- Mailbox damage

According to Section 5.3.14 of the Wynds of Liberty Covenants (see [www.wyndsofliberty.com/documents](http://www.wyndsofliberty.com/documents) for a copy), all damage to the mailboxes is the responsibility of the homeowner

- Mailbox maintenance - HOA responsibility

# Frequently Asked Questions

## Liberty Township Driver's license

The township encourages us to make sure Liberty Township is listed on our driver's license vs. Hamilton.

According to the township trustees, we would need a post office to satisfy the Hamilton DMV; however, with some insistence (use the argument that your address must match the your checks for them to be accepted), the Forest Park and Lebanon DMV offices will put Liberty Township on your driver's license.

# Frequently Asked Questions

## ■ Reporting Criminal Activity

- All reporting is done through the Butler County Sheriff's Office.
  - 513-785-1000 for Non-Emergency
- Liberty Township currently contracts the Butler County Sheriff's Office to patrol our neighborhood.

## ■ Reporting Speeding

- Many neighbors have expressed concern about cars speeding. The Butler County Sheriff's Office is also concerned and has requested that we record and report the license number of any car that we see driving recklessly.



# Frequently Asked Questions

## Late Fee Assessment

- The Homeowner's Association Dues are a bill like any other – with a due date. It is not fair to those that pay on time to allow others not to pay or to pay late
- Please see Article IV in the Covenants and Restrictions for information. A copy of the Covenants can be viewed on line at [www.wyndsofliberty.com](http://www.wyndsofliberty.com) or a hard copy can be obtained from Butler County.
- Please note that homeowner's that have not paid the assessment amount for 2 years or more are placed into the lien process

# Open Floor Discussions

- Questions should be of a general nature and applicable to the Association as a whole
- Individual issues and concerns will be addressed separately and after the meeting

# Nominations

Floor Nominations

# Anthony Gilbert

- Lived in the Community for 6 years.
- Wife and 3 Kids
- Work in Law Enforcement, in the Butler County Area. I am invested in community service.
- Hoping to stay on the board to continue assisting with the needs and desires of the community. I care about OUR community and want to ensure it stays top notch
- Just completed my second year on the board and feel I have more to contribute.

**THANK YOU FOR YOUR VOTE!**

# Doug Lantz

I have lived in the community for 23 years.

Reason for running:

- To help make Wynds of Liberty a community we can all take pride in...
- To preserve and enhance our property values
- To represent the homeowners at large regarding the many issues that come before the Board of Trustees.
- To see through the many plans and efforts of the Board and committees over the past years.

Experience/Background:

- Served on Board of Trustees and the Landscape Committee 2001 – 2019 . Experienced business owner.

# Dave McMillan

- Resident since 2001, prior board member, elected to board again in 2015
- Uphold our neighborhood appearance to a standard that maximizes property values
- One of my passions is to define 'community standards'. I intentionally moved to the Wynds of Liberty in part due to deed restrictions and HOA. While I believe in the property rights of each homeowner I also believe they have a legal duty to live by the rules and spirit of the covenants and restrictions document they agreed to when they purchased their property.
- I would appreciate your vote for another term on the Board.

# Charlie Carrier

I'm currently the director of Corporate Facilities at First Financial Bank and a resident of Wynds for 16 years. Prior Board Member for several years, who has an interest in helping maintain the neighborhood by assistance with the HOA Board.

# Election



# **Election Results**

**Present 2018-2019 Board of Trustees**

# Adjournment

Thank you for coming this evening

Please take the time to get involved in  
our community