

Rockwood Estates and Villas HOA Board Meeting Minutes

Meeting Date: October 18, 2021

Board Members in attendance: Larry Close, David McIntire, Dawn Atwell, Pat Guest
Member excused / absent: Heath Harmon (due to work conflict)
Visitor present: Janet Gorman

Meeting called to order by President Larry Cole at 7:00 pm

Agenda Items discussed:

1) Approval of previous meeting minutes. Pat moved for approval. Seconded, vote = unanimous.

2) President's report: None

3) Financial Statements: Found one small error to be corrected: data posted on the wrong line for Register of Deeds, \$562.68 should be posted under City of Paola for cumulative water bills. (The City has not billed us correctly all summer.) Moved by Dawn to accept financial reports with the correction, Pat seconded the motion. Vote = unanimous.

Board agreed to Move item #5 forward in the meeting to address with Janet.

5) ARC Appeals: Janet Gorman – unapproved front porch screening. She presented her explanation. She presented an application to approve the existing installation, and a packet offering a solution to improve it with landscaping. She admitted that she is very familiar with HOA requirements (due to other HOA experiences.) She did not however have one of our HOA books, previous occupant did not leave it in the house, realtor did not provide it at time of purchase. (Dave gave her one at the meeting.) She said that because the work she was doing was not “structural”, she didn’t even think to have it approved. She compared the view of her house to the view of the screened-in back porches ALL the way along 295th st, as one approaches the subdivision entry. She pointed out that the trim work matches her house trim exactly. She also included that her Oncologist has advised that her immune system is compromised due to her recent cancer diagnosis. This will help protect her from bug bites. She offered to install landscaping in front of the screened porch. Tall juniper type shrubs to cover and add dimension to the front elevation.

The board countered with the quote from the D&R that this work substantially changes the front elevation of the home, and does not conform to the harmony of the neighborhood. Dave moved to table the conversation for now, to allow the board to discuss. Larry offered a 2nd. Vote = unanimous to table for now. Janet left the meeting.

4) Committee Reports:

a. Architectural

i) Gorman Letter issued during the month. – Discussed as noted in Item #5 (ARC Appeals)

ii) Larry Cole Deck – Added a page to previous submission with 2 options. – Discussed, approved modification options to the previously approved request.

III) Johnson 29330 w 293rd - Still no paint on the front as was approved. We have sent a letter: confirmed that no one on the board has had any contact from them. It was determined to send a certified letter to “Demand Action” on their part. Dave will issue the letter.

b. Neighborhood

i) Board discussed the idea to create a letter and mail it to any new lot buyer (and home buyer) to make them aware of certain requirements relative to HOA approval for changes to the property; including the new construction blueprint review process, and availability of the D&R book on-line or to be delivered in person.

ii) Reviewed among the board members of any new homeowner activity since last meeting? No, new residents are known to the board members at this time.

c. Commons

i) Clarification of trees and Maintenance Responsibilities. Discussion to confirm previous determination: “If a tree is on your lot or easement, it is your responsibility to maintain”, even on the Villa lots. Homeowners do not maintain trees in any common area, the HOA will be responsible for that. After that clarification, the board agreed to have the little tree by the mailbox on Nicklaus st removed. Pat will ask her tree guys to add it to their work day that is coming up. Board approved to pay up to \$100 from the budget for this tree removal.

d. Website

i) Discussion of setting up a “Neighborhood Network” page. Dave would manage this.

ii) Discussed re-vamp the BOD email communications. Most of the board members don’t have good access to the current Rockwood mailbox system. Re-vamp would include the application of a hidden “forward” email address.

5) ARC Appeals - Addressed (out of order, to accommodate the guest at the meeting.) See above.

6) Old Business:

a. Discussion of BOD member additions / replacements.

Confirm that Heath desires to remain on the board for next year. All other board members agreed to be on the re-election ballot.

Lindsey Schultz has communicated to be considered for the board. – Dawn emailed her to invite her to come to the next meeting to meet the board - and allow us to meet her.

b. D&R Amendments. Regarding the 1st Amendment and restated D&R, Section 1.12 regarding “designation of certain lots”: Lots 1-4 of final plat of Rockwood Estates III are designated as “lots”, and lots 5-8 of Final Plat III are designated as “villa lots”.

Dave and Larry reviewed the vote count statistics. Pat served as an auditor of the signed affidavits over the last month. Statistics discussed of percentage needed for approval.

We needed 67 affirmative votes, and have 77 affirmative votes. Will submit to register of deeds to file. Dave moved to approve action to record, Larry seconded. Vote = Unanimous. D&R shall be updated.

c. Discussion of upcoming Annual Meeting. Time & Date and BOD.

Current requirement is 2nd Tuesday of December. Board discussed that this is too restrictive.

Furthermore, this year, the country club is not opened that day. We will have to hire them to open to accommodate our meeting or find another location. (We will try to hire the club.)

We already announced to the community the date of December 14th, on the fall garage sale flier (hand delivered to each home.) It was decided that this board will allow NEXT Year's board to take up the change of date, as required in the By Laws. We will continue with the plan to meet on 12-14-21 at the country club if possible. (Dave will negotiate with the club.)

d. Discussion of north entry / exit sign. Dave has previously been authorized to order a "street sign" for the north end of Palmer. – pending. We discussed that the City will allow a sign at the northwest corner of the subdivision, by the gravel access road. There are limits and restrictions on placement. Discussed a hand painted sign rather than paying to have a sign made. Ok, if it looks nice. No action on that today.

e. Management Company Proposals. Discussion: Not much new on that, still just have one realistic option. The 2nd one was an out of state company that wouldn't benefit us much.

7) New Business:

a. Section 8.01 Amendment to the Bylaws. Discussion

i) Discussion to change the number of BOD members? Current is set at 7. But the terms of service describe 5 members, not 7. (There is a conflict in the bylaws that needs to be resolved.) We decided to try to maintain a board group of 7 members, and will update the service term details accordingly.

ii) Amend the annual meeting date from the current "second Tuesday in December".

b. Annual Meeting Agenda Discussion.

Reviewed the previous year's meeting minutes. Will follow those guidelines toward our upcoming meeting actions. Began "drafting" the agenda.

Will include the re-election of the 5 current board members on the ballot.

DRAFT of agenda to be discussed at November 15 meeting, and finalized.

c. 2022 Budget discussion.

Anticipate increases in areas of Lawn Maintenance, Postage, Website expense, and Legal, as all of these areas have planned improvements / requirements / expenses pending.

d. Proxy Form. A **proxy** vote form will be created and made available for homeowner's / lot representatives that cannot attend the meeting in person. Will this also serve as an **absentee** ballot? (Is an Absentee ballot allowed?) To be determined / completed at the Nov 15th meeting.

8) Other items: - None.

Meeting Adjourned at 9:46 PM