

**The Grove at Harbor Hills Organizational and Board Meeting Minutes**  
**March 23, 2023**

Notice of meeting was posted 48 hours in advance of the meeting at the entrance and exit of the West Gate as noted by the secretary. Meeting called to order at 4:08 P.M.

Board members in attendance: Lonnie Prater, Dana Delzio, Dennis Holden, Marjie Tousignant, Ray Durbin, Mike Meyer and Ray Yarnell. Michelle Pogue of Sentry Management present via Facetime.

First order of business: Organization of the 2023 Board of Directors. It was agreed by all members of the board that the following board would hold the following positions: Lonnie Prater – President; Dana Delzio – Vice President; Dennis Holden – Treasurer; Marjie Tousignant – Secretary; Ray Durbin – Director of Landscape; Ray Yarnell – Infrastructure; Mike Meyer – ARC Liaison.

**Motion #1:** Approval of February 16, 2023 board meeting minutes as written. Dana Delzio motioned we approve the minutes, Ray Durbin seconded. All in favor, motion passed.

Visitors were then given time to introduce themselves to the board, state any questions or concerns which were addressed by the board and also Michelle Pogue of Sentry Management. Visitors were then dismissed and the executive portion of the board meeting began.

Report of Committees: ARC Committee Chair Mike Meyer has two applications currently for a home repaint and new roof, both have been approved. No outstanding ARC requests.

Block Party Committee: Committee Chair Dana Delzio reported that a total of 87; 68 adults, 8 children and 7 guests. Dana noted the cut-off date for response is March 24<sup>th</sup>. Dana is to do a follow-up and reach out on Facebook to those who frequent the site and have yet to respond. Ray Durbin has offered again this year for the food truck to plug into his electric so they do not have to run a noisy generator.

Management Report by Michelle Pogue Sentry Management: Michelle reviewed the funds in the operating account, reserves and collections. Harbor Hills has begun sending in monies owed The Grove HOA recently billed for their portion owed for the guardhouse maintenance regarding SECO electric and Century Link internet services. Michelle Pogue noted she is working with accounting to properly bill for the outstanding balance and the problem is being corrected. After further review of the accounts receivable report, it was noted that item 072 Williams home is sold and the charges and late fees are in error and to be removed. Also to be removed is \$30.45 interest accrued for item 026 for empty lot maintenance that does not apply to the current homeowner.

Dennis Holden then made a request that Michelle get in contact with Holly Nichols who is the Sentry Management Representative for Harbor Hills. Currently the Grove is still paying the 37% cost of the West Gate that is based on 750 platted lots and currently there are 920. This should be adjusted to a lower percentage that The Grove is responsible for, however, Dennis pointed out that it can never be lower than 25% for our portion which is in our contract with Harbor Hills.

**Old Business:**

The raising of monthly homeowners fees: as discussed in previous meetings, we have requested that Michelle have Sentry accounting department determine how much money we need to increase HOA dues in order to build the reserves in the anticipation of having to resurface the roads in possible 5 years. It would take a vote of 66% of the members to increase the dues more than 5%. At this time unless we held a special meeting of The Grove homeowners, the board is limited to raising the dues by 5% for 2024. Once we receive the figures from Sentry Management we can then decide to move forward in presenting this to the members with concrete figures. Also

the board must determine if all the increase would go into a separate reserve account or the general reserve account in case of being needed for an emergency large expense such as the retention ponds. What the opinion of the current board is we do not want to have to place an assessment on homeowners for the expansive cost to resurface the roads in the future.

Violation notices were the next point of discussion. Michelle Pogue drove through the community on March 22<sup>nd</sup> and noted 26 households that need to comply with the Rules and Regulations that regard the maintenance and appearance of the home. Such frequent noted were stowing of barrels after trash removal out of the sight from the road, general grooming of landscapes and commercial vehicle and number of vehicles allowed parked in driveways.

Mike Meyer presented to the board a nicely constructed Violation Flow Chart in order to clearly outline the process in which violation notices and follow-up of unresolved violations are handled. The first violation being a mailed letter to the homeowner plus an email notification. Then the homeowner is to either inform Sentry when the violation has been resolved otherwise Michelle will make note in her monthly drive-through. The third notice would be a certified letter sent by our attorney. Another discussion regarding establishing a fining committee was once again mentioned. Unless that is established there is currently no system in which to levy a fine for non-compliance.

#### **New Business:**

Addressing the concern brought up at the annual meeting of the dividers used at the entrance to the West Gate between the resident side and visitor side. Some of the reflective poles have been bent from being hit by large trucks. We discussed a few suggestions given by residents such as putting in a plant bed for more aesthetics or a more eye-appealing concrete structure. Due to the fact that either solution would be the damage done to a plant bed or damage to a vehicle using a more formidable structure was not going to be something that could be implemented. Dennis Holden suggested we remove the first bent pole to help improve the appearance.

Another item suggested by a resident is to place a sign in the same color and design as the Welcome Home sign on the visitor side of the gate. Ray Yarnell will contact the printing company who did our sign to have them make one that says Visitors. The current signs on the gate will need to be resituated to accommodate the sign.

Next item presented to the board was the need for repainting the lines on the road in front of the stop signs. Dennis Holden will contact Precision Pavement to get an estimate for the work to be done. Ray Durbin suggested at the same time having them paint a lane-dividing line just outside the exit gate that would separate those vehicles turning left to those making a right-hand turn and painting indicating arrows. As noted that when two vehicles have passed through the gate at the same time and are in single file, that the vehicles will be not so close to the gate that could possibly hinder any additional vehicles exiting Grove Heights.

Josh of Affordable Landscaping is currently commissioned to take care of the tree trimming along the golf cart path. Dennis Holden stated what a reasonable rate Josh gives us for our landscape maintenance as compared to other companies and hope that we can continue to retain his business.

The suggestion for perhaps an email sent to homeowners in regards to Spring clean-up projects to improve the overall look of the community. Michelle noted that in her community they have a *Home of the Month* contest. The board agreed that would be something to do in The Grove and have a beautification committee to once a month judge homes and then the winner receive a gift card to a local home improvement store as a prize. Then the winner will be placed on The Grove Facebook page along with a photo of the home.

Ray Durbin would like to see The Grove have something in the way of a community assistance program where we have a list of neighbors in need of transportation to doctors or needing prescriptions picked up for them that have no other assistance available to them. Currently we do have neighbors who have been assisting those in need, but would like to see something organized where we have volunteers that can be called upon. Another suggestion for this would be called *Helping Hands*. Dana Delzio stated she has a list of homeowners she can contact to see if they are interested in coordinating this project.

Having no further business to discuss, Dennis Holden motioned we adjourn the meeting, Ray Durbin seconded. All in favor and meeting was adjourned at 5:43 P.M.

APPROVED