

WHHOA Board Meeting Minutes

August 8, 2022, 7:00 PM

In Person at Clubhouse & ~~Via Zoom Video Conference~~

Zoom was not working – meeting was in person only

Board Member Attendees: Steve Ryan, president; Jeff Rooks, Treasurer, Patricia Ryan, Secretary; Finis McCarver, Director

Absent: Bill Logan, Vice President

Committee Member Attendees: Steve Milby, Whitney Meyers

Community member attendees: 1

I. **Call meeting to order/Agenda overview**

II. **Public Comment:** A resident commented that he had received a violation notice regarding excess leaves on his roof. He felt that it was unjustified.

Lois Jackson stated that Brandon Joseph has been emptying trash cans from around the tennis courts and pool areas voluntarily.

III. **Consent Calendar**

A. **Approval of previous minutes-** Minutes of the July 11, 2022 board meeting were approved by 3 of 4 voting board members present. Finis abstained because he wasn't in attendance last month.

IV. **Financial Report-**Jeff Rooks. See report below

V. **Committee Reports**

1. **Pool-**Dorothy Minter chair.
2. **Welcome** –Whitney Meyer chair.
3. **Landscape-** Bill Logan chair. See report below
4. **ACC-**Bill Logan chair.
5. **Tennis-** Jamey Linard chair.
6. **Social-**Debbie Ladin chair.
7. **Clubhouse-** Steve Ryan chair. See report below
8. **Playground:**
9. **Home Rental Limitations:** Steve Milby chair

VI. **Old Business**

A. **POA amendment change:** The board requested that our attorney rephrase the “grandfather” clause in the leasing portion of the amendment. We want it to be clear that anyone whether individual persons or corporate entities will be grandfathered with regards

to renting a home in WH and are accountable to the “Grandfathered Owner” stipulations of being and remaining in good standing with the Association.

- B. **Pool Closing:** The board elected to keep the pool open until September 30, weather permitting.

VII. **New Business**

- A. Steve will contact Heritage regarding ACC violation notices (i.e. mailboxes, leaves/pine straw on roofs) However, if the POA does not pass, the situation will be moot because WH will have no authority to levy fines for ACC infractions.
- B. A resident in the Lake Somerset subdivision contacted Heritage about having WH cut back a tree that is overhanging into her property. Cobb County had told her that this tree was WH’s responsibility. The board has hired a surveyor to confirm the boundaries between West Hampton and Lake Somerset neighborhoods. Steve Ryan responded to the resident of L.S. to let her know that we are looking into the situation and will get back to her after the surveyor’s visit.

VIII. Meeting adjourned at 8:15 pm.

IX. The next Board meeting will be **September 12, 2022**

X. Minutes written by Patricia Ryan

West Hampton Homeowners Association, Inc.

Balance Sheet For 7/31/2022

Cash		
Operating Account - Truist	\$26,406.37	
Total Cash		\$26,406.37
Cash-Reserves		
Reserve Account - Truist	\$185,350.87	
Total Cash-Reserves		\$185,350.87
	Total Assets	\$211,757.24
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Liabilities		
Collection Fees Payable	\$29.00	
Prepaid Dues Payable	\$3,850.35	
Total Liabilities		\$3,879.35
Reserves		
Reserves - General	\$185,350.87	
Total Reserves		\$185,350.87
Equity		
Prior Years' Net Income	\$22,433.53	
Net Income (Loss)	\$93.49	
Total Equity		\$22,527.02
	Total Liabilities / Equity	\$211,757.24

West Hampton HOA

2022 Operations Budget Analysis

July

	2022	2022	2022	2022	2021	2020
Income	<u>Annual</u>	<u>Jan-July Actual</u>	<u>Jan-July Budget</u>	<u>Jan-July Variance</u>	<u>Jan-July Actual</u>	<u>Jan-July Actual</u>
Assessment Revenue	\$150,560	\$147,729	\$150,560	(\$2,831)	\$154,282	\$144,414
Other Revenue	\$5,500	\$4,458	\$2,300	\$2,158	\$3,575	\$3,854
Total Income	\$156,060	\$152,187	\$152,860	(\$673)	\$157,857	\$148,268
Expenses						
General & Administration	\$20,171	\$14,651	\$11,129	(\$3,522)	\$10,149	\$8,959
Taxes & Insurance	\$9,675	\$7,653	\$9,675	\$2,022	\$9,410	\$7,685
Recreation	\$34,960	\$26,355	\$27,316	\$961	\$27,405	\$25,328
Landscaping	\$40,979	\$20,492	\$26,988	\$6,496	\$24,089	\$24,438
Utilities	\$21,790	\$9,422	\$10,942	\$1,520	\$10,769	\$10,829
Maintenance & Services	\$5,300	\$4,412	\$3,881	(\$531)	\$1,059	(\$2,637)
Total Expenses	\$132,875	\$82,985	\$89,931	\$6,946	\$82,881	\$74,602

WH Board of Directors Meeting Minutes August 8, 2022

2022	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Monthly Management Fee	738	738	738	738	738	738	738						5,166
Postage Reimbursement	202	146	57	214	225	263	809						1,916
Office Supplies (includes invoices)	49	251	40	64	259	80	370						1,113
Photocopying Charges	219	39	11	7	16	11	388						691
Web Portal Access Fee	60	60	60	60	60	60	60						420
Record Storage Fee	9	9	9	9	9	9	9						63
Georgia Corporate Annual Registration	75	0	0	0	0	0	0						75
IRS 1099 Form Preparation	0	270	0	0	0	0	0						270
Reimburse Collection Fees Paid To WHHA By Delinquent Homeowners	0	0	0	0	0	175	100						275
Reimburse Labor to Research Deed							100						100
Monthly Total	1,352	1,513	915	1,092	1,307	1,336	2,574	0	0	0	0	0	10,089

2021	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Monthly Management Fee	632	632	632	632	700	700	700	700	700	700	700	700	8,128
Postage Reimbursement	22	290	207	183	245	138	117	162	319	226	343	83	2,335
Office Supplies (includes invoices)	12	251	50	44	206	37	35	47	61	53	75	24	895
Photocopying Charges	3	74	258	7	6	6	6	7	258	8	256	3	892
Web Portal Access Fee	0	0	0	0	0	0	0	0	0	0	0	0	0
Record Storage Fee	9	9	9	9	9	9	9	9	9	9	9	9	108
Georgia Corporate Annual Registration	75	0	0	0	0	0	0	0	0	0	0	0	75
IRS 1099 Form Preparation	0	270	0	0	0	0	0	0	0	0	0	0	270
Reimburse Collection Fees Paid To WHHA By Delinquent Homeowners	0	0	25	100	0	25	100	25	25	0	0	25	325
Monthly Total	753	1,526	1,181	975	1,166	915	967	950	1,372	996	1,383	844	13,028

West Hampton HOA
2022 Capital Projects Status Update
JULY

	<u>Budget</u>	<u>Actual Cost</u>	<u>Status</u>
• Replace One Pool Pump	\$2,500		Pending
• Repair Pool Deck	\$3,000		Cancelled
• Resurface Lower Tennis Courts	\$13,195	\$8,281	Complete
• Replace Westwood Entrance Sign	\$3,600	\$2,297	Complete
• Replace Pool Gate Security System	\$4,900	\$6,400	Complete
• Install Dedicated Power at Pool Deck	\$3,100	\$1,814	Complete
• Remove Trees, Stumps & Roots Next to Clubhouse	\$4,000	\$5,100	Complete
• Replace Walkway to Patio Area	\$4,100	\$9,232	Complete
• Replace Pool Furniture	\$20,000		Pending
• Retention Pond Maintenance		\$2,800	Complete
• Install New WIFI System In Clubhouse		\$3,442	Complete
• Replace Privacy Fences for A/C Units & Trash Cans		\$ 3,740	Complete
TOTAL	\$58,395	\$43,106	

Clubhouse:

1. The upper deck of the clubhouse and the covered patio area below the deck have been cleaned and disinfected from a bird infestation over the spring and early summer. The nests have been removed to the landfill and the extensive amount of poo has been cleaned up and disinfected. Received a bid of \$2,100 to screen in the deck area on the back side of the clubhouse to keep birds and bugs out. Cost for cleanup \$48.75
2. The Ring Security System has been turned over and reactivated. There were three of the eight original cameras that were not working. Work to repair the remaining three lights and install two new cameras at the pool is scheduled for 8/8/22.
3. Replaced all the lights on the front clubhouse deck and under the covered area of the patio in the rear of the clubhouse. Cost \$11.86
4. Replaced the emergency egress light in the clubhouse by the kitchen door. The old system was “Very Old” with parts no longer available, and it didn’t work. Cost \$34.83
5. Purchased a new 100” projection screen for use at the upcoming POA informational meetings and to use at our future monthly board meetings so attendees can see and read documents as we are going through them on Zoom. Cost \$90.09
6. No wildlife was caught by Terminix during the trapping period, so it appears that whatever wildlife died in the walls of the clubhouse was a small single animal. The access point for entry to the clubhouse has been closed off. Total cost \$800.

Stephen Ryan,

Clubhouse Committee Chair

westhamptonclubhouse@gmail.com

Pool:

The pool gate has been fixed (the delay was waiting on a new exit button). Cana did suggest putting a surge protector on the new electrical box that was put in the pump room. We can contact Paul Powers on that if you decide that would be a good idea.

We will have a lifeguard this Saturday and Sunday from 12-8.

As I brought up at.

the last meeting, I want to close the pool after Labor Day. We will not have a lifeguard on the weekends past that day, both of my daughters will be busy with volleyball and high school swim team, I will be out of town for a long weekend and Fall break.

ACC:

There were 2 requests for July 2022 and both were approved.

During Bill Logan's absence, Chris Watkins and Finis McCarver will be the contact committee members. Though both men will be travelling over the next month or so, Chris will check in with Heritage for communications.

Landscape:

Josh Orton will be the Landscape committee's contact during Bill's absence. He will communicate with Matt Aultman of Property Lines (our landscape company).

Bill has spoken with two companies about completely redoing the area between the clubhouse and the sidewalk. He believes a good ballpark budget price would be around \$8,000. This is a "might be" price based on the size of the area, what type of trees and shrubs selected, as well as any other plantings, and could be less. Bill spoke with Pike's who gave him a price of \$550 just to come out, which if hired, would be applied as a credit against the cost of all greenery supplied by Pikes, but not the labor.

If we did this area and the berm at the corner of West Hampton & Westwood, it would add another \$1,500 - \$2,000. Both areas are definitely in need of a facelift.

Bill also recently informed Matt that any fallen large limbs or "general clean up" will be paid for and to bill WHHOA as a 'Clean up' item going forward. He wasn't sure if it was the tree company's or his and apologized for the delay in clean up.

Property Lines Landscaping estimated budget for 2023 has not been received as of 8/6/2022.

Tennis:

It's been an uneventful month with nothing new to report. Courts looks great and more people seem to be playing than ever before.

Welcome

Whitney reported that there is 1 home for sale (3375 Bridle Run Trl).

3378 Bridle Run Trl has new owners, Leslie & Tracy Brown.

Whitney requested that she be permitted to change the Welcome 3-ring binder to a book format with taped binding. She feels that this would be more cost effective and easier to use. The board approved this request.