

Sunflower Gardens HOA **Annual Meeting Minutes**

Date: October 12, 2021

The meeting, held this year at the Switchyard Park Pavilion Building, was called to order at 7:00 p.m. by President Don Westerhaus. Members observed a moment of silence in respect to Tonya Myles, Jamar Property Management Bookkeeper, whose father had passed away earlier that day.

Proof of notice of Meeting: notices were mailed on September 27, 2021.

Confirmation of Quorum—we must have 23 owners for a quorum. We had 31 owners appear in person or by proxy, so the quorum was met.

Approval of 2020 Annual Meeting minutes, presented by Cathy Larson: There were no questions regarding the minutes. Mark Smith moved to approve the minutes without having them read aloud; the motion was seconded by Melinda Kelley. Approved by acclamation.

Financial Report: prepared by Tonya Myles, presented by Kay Theis in Tonya's absence.

2020 Summary – Budget vs. Actual

- Total income = \$72130.37
- Landscaping maintenance was under budget by \$4,866 - mulch came in at ½ of what was budgeted
- Income tax filing fees were expected to be under budget by \$160
- Management fees were expected to be on budget
- Legal fees expected to be under budget by \$401.25
- Accounting fees increased and were over budget by \$88, including Quickbooks and Appfolio fees
- Office supplies/postage expected to be over budget by \$489.75
- Repairs/maintenance expected to under budget by \$100
- Annual meeting supplies were expected to be over budget by \$130
- Miscellaneous expenses expected to be under budget by \$133.47
- Roof repairs were \$310, to be billed to the homeowner
- Unapplied cash bill payment expenses were \$225
- \$8,485 went to Reserve
- Total operating expenses = \$67,695.08
- Net Income = \$4,435.29

2021 Summary -- Budget and Year End Estimate

- Total Income projected to be \$81,725 consisting of:
 - HOA Dues (\$100 less/unit from 2020): \$40,500
 - Anticipated HOA Insurance (this will be billed back to homeowners): \$25,000
- Landscaping maintenance—expected to be under budget by \$3,817.50
- Income tax filing fees under budget by \$150
- Management fees on budget
- Legal fees expected to be under budget by \$452.50
- Accounting is predicted to be under budget by \$12

- Office supplies/postage is expected to be right on budget
- Repairs/maintenance expected to be \$689.29 over budget
- Annual meeting supplies are expected to be \$250 over budget due to rental space for annual meeting
- Not expected to spend anything on miscellaneous budget, saving \$350
- Unapplied cash bill payment expenses are expected to be \$10,350 – these are funds that owners are responsible for, and they are billed to reimburse the HOA
- \$8,511 to reserves
- Total expenses = \$77,419.29
- Net income = \$4,305.71

2022 Proposed Budget

- Increase in dues from \$900 to \$1000 per unit
- Total proposed income = \$75,500
- Increase includes \$30,500 for insurance, billed separately. For 2021-22 insurance, our agent shopped five companies for bids and only received two due to our history of wind damage claims from 2018. There was an increase in premium but also a major change in the deductible from \$1,000 to \$5000 per building claims event.
- Landscaping maintenance – increase in budget of \$7,721 due to increased vendor rates for mowing and lawn applications, but mulch is now included and not billed separately
- Increase in Jamar management fees of \$1/unit/month – total increase = \$540
- Increase in annual meeting supplies by \$250 due to rental price of annual meeting space
- All other items to remain the same as budgeted for 2021
- Total of \$4,500 into reserves
- Total Operating Expenses (not including insurance) = \$45,000
- Net income = \$0

Motion to approve financials and 2022 budget made by Jeff Stocker, seconded by Donna Lobdell. All in favor, none opposed—passed

Election of Officers

- The Board proposed a slate of officers for 2022.
- Don asked for volunteers from members present to add their names to the ballot with no response.
- As in the last few years, the assembled group agreed to a motion by Mark Smith to set aside Bylaws requirements for secret ballot in favor of a show of hands.
- Don thanked Nancy Stocker for her service on the Board in 2021, and also Chris Hahn who agreed to serve on the Board for 2022
- Board nominees for 2022:
 - Chris Hahn
 - Chuck Malooley
 - Kay Theis
 - Don Westerhaus
 - Susan Wier

- Design Committee nominees for 2022:
 - John Hight
 - Mark Smith
 - Jeff Stocker
- All nominees were elected by show of hand.

New Business

Mailbox Repairs

- Chris Hahn asked about the project discussed at the 2020 Annual Meeting regarding repair or replacement of the mailboxes around Association grounds.
- Following that meeting, the Design Committee discussed how to proceed. However, after looking at replacement costs of \$200+ per address that would be charged to each homeowner, the project was set aside for further consideration.
- In summer 2021, several homeowners had their mailbox posts repaired and reinstalled plumb and level.
- Greg Lobdell asked for cost estimates from Jamar to repair his and others, and Jamar was asked to prepare that information. (Editor's Note: the day after the Annual Meeting, Jamar sent a repairman to Lobdell's home to make the necessary repairs. Other owners will be contacted and given a repair cost estimate.

Mowing, Mulching and Fertilization/Weed Control

- Rick Sexton, owner of R&S Landscape and Lawn Care, attended the pre-Annual Meeting gathering, and answered questions of several Homeowners.
- Sexton also discussed with several residents his difficulty in hiring and keeping employees. Covid-19 has affected the number of trained mowers that any company in town has available; there is great turnover and limited skills available in employees. In 2020, he had 16 regular employees. Despite paying considerably higher wages in 2021, he has only managed to hire half that number.
- During the meeting discussion, Don explained the process of reviewing the 2021 mowing season and seeking alternative bids. We only received bids from two companies – R&S whose bid was a small increase over 2021, and a company from Bedford that represented a \$4,000 increase over our costs in 2021.
- The Board decided to hire R&S again in 2022 but added a clause in the contract to hold R&S to the requirement to blow/sweep grass clippings from porches, driveways, sidewalks and, as best they can, from mulch in plantings around each house.
- The Board also decided to renew the contract with GreenScapers Lawn Service for weed control and fertilization. The new contract will include an additional application of post-emergent crabgrass control in late spring/early summer to deal with weeds that are not controlled by the early spring treatment.
- Leonard Kelley, explained from his experience several years ago as Board President that lawn mowing difficulties are not new and that he believes R&S is doing their best.
- Don also read into the record the attached addendum to these minutes.

There being no further business, Mark Smith moved to adjourn, and Melinda Kelley seconded. The meeting was adjourned at 7:58.

Respectfully submitted,
Don Westerhaus
2021 Board President

ADDENDUM

Sunflower Gardens Annual Meeting
Tuesday, October 12, 2021
Lawn Care Update - 2021 and 2022

Here are some thoughts to consider about lawn care at Sunflower Gardens.

- Ours is a large commercial property for mowing purposes. Personal service is not part of contracts from mowing companies large enough to handle us.
- SG Covenants Section 5.1 covers Association responsibility to maintain the lawns throughout the neighborhood and does not allow individual Homeowners to opt out.
- The Board met in mid-July after Rick Sexton, owner of R&S Landscaping, informed Jamar that he did not want to renew his contract at Sunflower Gardens in 2022. His reasons were varied but boiled down to frustration with how to deal with complaints about the way lawns were being mowed.
- Below is a chart of mowing companies serving us since 2011. As you can see, R&S is the seventh mowing company during that period.

Mowing and Mulching at Sunflower Gardens	
Mowing Year	Vendor
2011	Green Dragon
2012	Bloomington Lawn & Landscape
2013	Bloomington Lawn & Landscape
2014	Indiana Turf
2015	GreenScapers
2016	GreenScapers
2017	McClaren
2018	G&G Lawn Care Monthly
2019	G&G Lawn Care
2020	G&G Lawn Care
2021	R&S Lawn Care
2022	R&S Lawn Care

For 2022, some changes are being made that we hope will help solve ongoing problems.

- For the most part, our lawns have looked better-trimmed this year than in years past despite the difficult-to-mow topography of our neighborhood. Particularly if mowing occurs too soon after heavy rains, grass can be damaged by the heavy mowers used. R&S is aware and trying to minimize that.
- Keep in mind that, like so many businesses in Bloomington, R&S has struggled to keep experienced mowing crews on the job. Please be patient as new people learn their jobs.

- Weather conditions have interrupted the regular mowing schedule, but that is not new or unexpected in Indiana. We pay close attention, especially to both wet and dry lawn conditions, and stop mowing when mowing is ill-advised or unnecessary. We try to keep you informed when that happens.
- Weed control has also been affected, especially crabgrass control during several weeks of hot, dry weather in mid-summer. For 2022, we have added a post-emergent crabgrass treatment to our fertilizer and weed control program.
- After several discussions with Mr. Sexton, R&S has agreed to continue in 2022. We have requested a clause be added to his new contract to include specific language about cleaning up after the mowing machines.
- As in the past, we ask that, when you encounter a mowing or other problem, please do not stop a provider from doing their job. Instead, please contact Jamar, or the Board president to follow up for resolution.