

Mainstreet Homeowners Association
Board of Directors Meeting Minutes

Date: September 8, 2026

Time: 7:02 PM

Location: HOA Office

Board Members Present: Misty, President; Kippy; Brandy; Courtney (remote)

Board Member Absent: Jason

Staff Present: Andrea, Office Manager

1. Call to Order

President Misty called the meeting to order at 7:02 PM.

2. Establish Quorum

A quorum was established.

3. Approval of Agenda

The Board amended the agenda to move the City Easement Response from New Business to Unfinished Business.

Motion: Approve the agenda as amended.

Second: Motion seconded.

Vote: Motion carried.

4. Approval of Previous Meeting Minutes

July 13, 2026 Board Meeting Minutes

Motion: Approve the July 13, 2026 Board Meeting Minutes.

Second: Motion seconded.

Vote: Motion carried.

August 11, 2026 Board Meeting Minutes

The August minutes were amended to include meeting attendance.

Motion: Approve the August 11, 2026 Board Meeting Minutes as amended.

Second: Motion seconded.

Vote: Motion carried.

5. President's Report

2027 Budget Planning

The Board discussed holding a separate meeting dedicated to development of the 2027 budget.

Motion: Hold a Board budget-planning meeting on October 13, 2026, at 8:00 PM.

Second: Motion seconded.

Vote: Motion carried.

Reserve Study

The completed reserve study was received. The study recommends a \$50,000 reserve contribution for 2027 and identifies projects and anticipated expenditures for future years.

Board members were asked to review the complete reserve study and reserve funding plan before the September 22 budget-planning meeting. The Board will use the meeting to review reserve recommendations, current finances, anticipated expenses, and appropriate use of operating versus reserve funds.

Andrea will distribute the reserve study materials and updated budget information to the Board before the meeting.

6. Office Manager Report

Andrea provided an update on resident communications, vendor matters, common-area maintenance, and community activities.

Vendor cost increases will be incorporated into the 2027 budget-planning materials as applicable.

Two fallen trees were discussed, including one affecting the entrance fence and another on East Bristol Way. Following the meeting, a neighbor moved the fallen tree from the entrance fence. Andrea will follow up regarding any remaining tree removal needs and obtain a quote for repair of the affected entrance fence.

The recent Kona Ice community event was reported as successful. The Halloween community event is planned for October 24, 2026. The Board supported seeking business sponsorships for community events when appropriate to help offset Association costs.

7. Treasurer's Report

The Treasurer provided a general update on the Association's operating and reserve accounts, delinquent accounts, monthly expenditures, and projected year-end financial position.

A more detailed financial review will take place during the October 13 budget-planning meeting.

8. ARC & Code Enforcement Report

Architectural Review Committee

Seven ARC applications were reported for the previous month, with three approved and four pending at the time of the report. Applications included routine requests involving mailboxes, tree removal, windows, and other exterior improvements.

The Board discussed continuing to provide homeowners with the Association's approved mailbox specifications when applicable to help streamline ARC review.

Code Enforcement

A general update was provided regarding active violations and follow-up inspections. Common compliance concerns included property maintenance and keeping drainage areas clear of vegetation and debris.

Individual homeowner enforcement matters were reserved for Executive Session.

9. Unfinished Business

A. Common-Area Cameras

The Association has two cameras intended for common-area use. Installation remains pending.

The Board will confirm the location of the cameras with Jason and then proceed with installation. Initial placement will allow the Board to evaluate camera coverage before determining final placement of the second camera, including possible coverage at The Green.

B. Playground Mulch

The Board determined that approximately 10 bags of mulch are needed beneath the playground swings to address low areas.

The mulch will be purchased and spread beneath the swings.

C. Common-Area Bridge

The Board reviewed the condition and purpose of the common-area bridge and considered removal versus repair.

Motion: Remove the common-area bridge rather than repair it.

Second: Motion seconded.

Vote: Motion carried.

The Board then considered proposals for removal.

Motion: Authorize Coastal Contracting to demolish and haul away the common-area bridge for \$4,000.

Second: Motion seconded.

Vote: Motion carried.

D. Summer Hill Fence

The Board reviewed options for the damaged Summer Hill common-area fence, including repair/replacement, removal, use of the existing posts with rope, and possible use of decorative boulders.

Motion: Authorize removal of the broken fence slats.

Second: Motion seconded.

Vote: Motion carried.

The Board will obtain additional information regarding longer-term replacement options before making a final decision.

E. Landscaping

The Board discussed decorative boulders as a possible solution for areas experiencing repeated vehicle parking, particularly the Laurel Hill island, as well as a possible option for the Summer Hill common area.

Additional information, photographs, sizes, placement recommendations, and pricing will be obtained from Coastal Greenery before a decision is made.

Kippy will also follow up regarding the planned jasmine landscaping.

F. City Easement / Turpentine Trail

The Board reviewed information received from the City regarding the drainage easement and pedestrian access. The City's response indicated that access for drainage maintenance must remain available.

The Board also discussed appropriate signage indicating that an easement is for drainage/maintenance access rather than pedestrian access. Andrea will obtain information and pricing for appropriate signage while ensuring that maintenance access is not obstructed.

10. 2027 Budget & Capital Planning

The Board confirmed that detailed budget and capital planning will take place at the October 13, 2026 meeting.

Board members will review the reserve study, current Association finances, anticipated 2027 operating expenses, vendor costs, reserve funding recommendations, major repairs and replacements, fountain needs, and other capital and community improvement priorities before that meeting.

No 2027 budget was adopted at this meeting.

11. Executive Session

The Board entered Executive Session at approximately 8:03 PM to discuss confidential homeowner enforcement matters.

Individual homeowner names, addresses, violation histories, and related deliberations are not included in these minutes.

The Board concluded Executive Session and returned to the regular meeting.

12. Action Item Review

The Board reviewed the following follow-up items:

- Andrea will distribute the reserve study materials and updated budget information in preparation for the October 13 budget-planning meeting.
- Obtain a quote for removal of the fallen entrance tree and East Bristol Way tree, repair of the affected entrance fence, removal of the Turpentine Trail sign, and removal of the broken Summer Hill fence slats.
- Confirm the location of the common-area cameras with Jason and proceed with installation.
- Purchase and spread approximately 10 bags of mulch beneath the playground swings.
- Coordinate with Coastal Contracting for demolition and removal of the common-area bridge for \$4,000.
- Obtain decorative boulder options, photographs, specifications, and pricing from Coastal Greenery.
- Kippy will follow up regarding the planned jasmine landscaping.
- Obtain information and pricing for appropriate drainage/maintenance access signage.
- Board members will review the reserve study and budget materials before September 22.

Confidential homeowner enforcement actions authorized during Executive Session will be handled separately from the public action-item record.

13. Adjournment

The meeting was adjourned at approximately 8:10 PM.