

Hamlet Board of Directors Meeting

September 11, 2024, 6:00 P.M.

Zoom Meeting – Contact Charley Heard at: hoahamlet@gmail.com

Hamlet HOA Zoom Board Meeting called to order at 6:01 PM by Bruce Kramlich, Pres.

I. Board Members

Bruce Kramlich - President

Manny Fernandez-Quevedo - Vice President

Louis Moore - Director

Medina Jarman – Treasurer

Christine Berens – Secretary

Residents Present

Charley Heard – Business Manager

Shirley Magner

Cheryl Hensley

Bob Swedberg

Millard Foraker

Bob Jarman

II. Old Business

- a) The July 10, 2024, meeting minutes were approved for distribution on July 15, 2024. During the 9/11/24 Board meeting Medina J. made a motion to approve the July 10, 2024, meeting minutes and Louis M. seconded the motion.
- b) **Monarch Road Update** – Monarch Blvd construction will start on 9/13 from Glen Oaks to Burggarten Dr/Briar Dale Dr. The estimated completion is early November. Each homeowner should have received a placard from the city with the applicable information.
- c) **Gatehouse/Gate Update** – The call box at the gatehouse was removed, saving the community \$80+ per month. The associated repairs will be completed soon. Switches requiring keys to open the gates were installed in the gatehouse. A few residents have the keys for the switches. A realtor's box was installed behind the gatehouse primarily for use by Keesen. A lock was placed on the circuit box as a deterrent from opening the gate via the circuit.

III. New Business

- a) **Trash Bins in Roundabouts** – Starting Nov. 1, homeowners living adjacent to roundabouts will be required to place their trash bins in front of the respective roundabouts for easier Waste Management access. Please consider writing your home number on your trash & recycle bins. If any residents would like to change the size of their current receptacles (64 gallon/96 gallon), dispose of receptacles or obtain additional receptacles, please contact Medina Jarman by October 15th at medinajarman@gmail.com. Per the new WM contract, each homeowner is permitted to have one trash bin, and one recycling bin. Once the new contract is in force, homeowners will be responsible for contacting WM directly to arrange for any changes related to their trash/recycle bins. Homeowners will be billed separately by WM for any bins exceeding the allowed limit. WM will provide Medina with an audit list.

- b) **Landscaping/Shrubbery** – There will be an ongoing effort by the HOA/DRC requesting homeowners to trim trees/shrubs for both fire mitigation and aesthetic purposes.
- c) **Security Cameras** – The topic was discussed briefly. The Board would like to obtain the opinion of the residents and determine which, if any, system makes sense and determine the cost feasibility. Community documents would require amending related to HOA liability.

IV. **Committee Reports**

- a) **Landscape Committee Report** – Bob J., Manny F., Peggy C., Robert S., Wayne G.
Bob J. was thanked for re-hanging the bulletin boards in the gatehouse. The last weed treatment for the year will occur on 9/17. Sprinkler blowout will occur on either the first or second weekend of Oct. A sign-up sheet will be posted in the gatehouse once the dates have been finalized. Bob J. expressed his thanks to the Twombly's at #7 for water use for the new tree in the southern common area, to the Neel's #48, Mann's #45, & Berens/Ault's #44 for watering the tree in the roundabout on Herrn (no longer requires removal) and to the Foraker's #3 for nursing/watering the grass on the Tauber island post-road repaving. Several of the 2024 Landscape projects weren't completed in 2024, so Bob J. recommended using some of the budget to trim trees in the common areas. He will obtain some bids and bring them to the board for review/approval. Received a couple of bids for the Tract I drainage issue. Will possibly complete some interim lower cost mitigation.
- b) **Social Committee Report** – Cheryl H., Debra Moore, Kathy L., Barbara F.
The Social Committee members were thanked for their excellent job with respect to the summer picnic. The first community Happy Hour was hosted by #61 - MacCary/Gaillot's. The Davis's #58 will host the next Happy Hour on 10/4. The Social Committee is looking for volunteers to host future Happy Hours. The Holiday Party will be held at The Ridge. They will provide their menu options to the Social Committee in Oct. and then additional information will be provided to the community.
- c) **Design Review Committee Report** – Bruce K., Millard F.
The number of DRC forms being submitted has been declining as we move into fall.
- d) **Snow Committee Report** – Dave C., Bruce K., Art P.
The existing contract with Keesen is expiring and a new 3-year contract with Keesen will be executed.

V. **Financial Report** – Charley H.

- a) Total Projected Receipts for 2024 (line 6) are \$189,327.
- b) Grand Total All Expenses for the year (line 43), through August 2024, and projected 2024 Full Year, are \$148,084. This is (\$3,112) Worse (Higher) than the Approved Annual Budget Expenses of \$144,972 and is primarily due to snow removal and the color palette paint consultant.
- c) The Receipts – Expense for the year (line 44), through August 2024, and projected 2024 Full Year is \$41,242. This is (\$2,844) Worse (Lower) than the Approved Annual Budget Net of \$44,087.
- d) The actual expense for the 2024 Asphalt Replacement Project was \$300,574. This is \$74,425 Better (Lower) than the Approved Annual Budgeted of \$375,000.

- e) Total in all Banks through the end of August 2024 (Line 51) is \$117,520. At the end of year 2024 Bank balances are expected to be \$130,414.
- f) The 2024 Hamlet Financial Report and the Hamlet Reserve Study are available on the Hamlet website at <https://hamletcastlepines.com>.

VI. Calendar Review – Charley H.

The 2025 budget process will begin in October.

VII. Open Forum – Non-Agenda Items – No non-agenda items presented.

VIII. Motion to Adjourn. Bruce K. made a motion to adjourn the meeting and Medina J. seconded the motion. The meeting was adjourned at 7:24 P.M.