September 10, 2025 / Zoom Meeting

Contact: Charley Heard at: hoahamlet@gmail.com

Called To Order at 6:01 PM by Bruce Kramlich, President

Board Attending: Christine Berens, Manny Fernandez, Medina Jarman, Bruce Kramlich, Louis Moore
Business Manager: Charley Heard

Residents: Mark Albrecht, Bob Jarman, Shirley Magner, Jerry Nelson, Bob Seaman, Bob Swedberg

1. Old Business

A) Wild Life!

Residents are advised bears continue to be in the area. They are prepping for hibernation. DO NOT place your trash out for pick-up before Wednesday morning. If you are going out of town, please ask a neighbor to put your trash out or do not put your trash out. Also do not leave your garage doors open! Bears will enter, as will raccoons and snakes. Keep your garage doors closed.

B) Hamlet Entrance Concrete Work

The Golf Course will be repairing the Golf Cart pass through but this won't occur until Spring, 2026.

C) Speeding in The Hamlet - 15 MPH!

Slow down! Residents along Burggarten have complained about an increase in the number of people exceeding the speed limit. Delivery trucks are guilty of exceeding the 15 MPH limit, too. It’s dangerous and it’s noisy. We don’t have sidewalks.

II. New Business

A) Water Drainage Behind #4, 5, and 10

When it rains, 70% of the water draining from The Hamlet exits behind homes 4, 5, and 10. Over the years, erosion has occurred in that area. The Board, after having a land survey completed and reviewing deeds and maps, has determined that area to be “Open Space and Easement” and therefore, our responsibility to maintain.

What that entails is out of our area of expertise but we will be working with the appropriate experts to find a solution. The Golf Course owns the land that adjoins to our property. We commit to maintaining our property to the line. This will not be an immediate “fix”, but will be addressed.

B) Volunteers / Vacancies

Now is the time to submit your name for a Board position. Having experience working as a Committee Member is a great way to prepare to serve on the Board. Questions? Please call any Board Member.

C) Yard Maintenance / DRC Forms

The DRC reminds everyone before ANY change to the outside of a home or landscape occurs, a DRC form must be completed and approved prior to work commencing. Instead of sending your DRC Forms to Bruce K. via email, *please place them in the appropriate folder in the Gate House.*

III. Committee Reports

A) Landscape

Bob Jarman reports the Landscape Committee, (Peggy Capp, Jim and Ada deProsse, Bob Swedberg, Manny Fernandez, Joel Gaillot, Tom Willoughby) with assistance by Vern Cain, Kent Davis, and Bruce Kramlich, were instrumental in completing many projects since the last update. Additional volunteers are always welcomed. To get involved, please email Bob Jarman@bobjarman@ymail.com. (**not gmail**)

Recently completed projects include converting the islands on Tilly, Marcus, Klingen Gate, and Rodergate from mulch to cobble. Toppler Court circle was “revitalized” by removing the landscape fabric that was suffocating the tree and junipers, digging up the long buried rocks, and fertilizing and trimming the junipers. The season is winding down with the City continuing to complete repairs from the construction at the Entrance along Monarch Blvd. Sprinkler blow out and shut off will be October 10 and 11. The Sign Up sheet will be in the Gate House. Keesen is ramping down the mowing. There will be one last weed treatment and then, the Fall Clean-up. Date to be determined. The Landscape Committee completed many other small projects as needed.

It was suggested and approved by The Board that lunch be purchased by the HOA for Keesen to show our appreciation.

B) Social Committee (Barbara Fernandez, Cheryl Hensley, Kathy Lessig, Debra Moore, Judie Neel)

The Annual Picnic was a great success! Thanks to many volunteers, the set-up Saturday morning was the best ever. Thank you for the tents, tables, and chairs. Thank you to those who braved the rain later that afternoon, and to those who brought the delicious food items. We have ideas for ways to improve next year and already are making plans for Hamlet Picnic 2026!

Hamlet Happy Hour October and November: To date, we have no volunteer Hosts signed up yet! An email will go out soon with information. Thank you, Bob and Medina Jarman, for hosting September’s Happy Hour!

The Holiday Party will be held at The Ridge. It will be Friday evening, December 12, with the specific time noted later. Menu and pricing options will follow later with additional information. Please mark your calendar to save the date.

The Social Committee proposes the Ladies Luncheon shift from monthly to quarterly. It will now be every Spring, Summer, Fall, and Winter. The specific dates will be announced later.

C) Design Review Committee

#54 New Deck, #24 Painted, #50 Painted

IV. Financial Report

Charley H. reviewed the 2025 Monthly Financial Summary Dated August 31, 2025. A copy is attached and will be posted on The Hamlet website. https://HamletCastlePines.com

(Additional notes: These are topics Bruce K. wanted mentioned up while referencing specific financial topics.) Please be sure to close the Gate House doors behind you. There is no automatic "close" on the doors. This becomes more critical as the holidays approach. Packages from various vendors will be delivered to the Gate House and we do not want doors left opened. Pull the door closed behind you when you leave.

Dave C. and Bruce K. will be meeting with Keesen to discuss covering the circuit boxes at the base of each light post before snow begins. This seems to be the solution to keep our lights in working condition.

Louis M. and Mark A. are continuing to work with LiftMaster awaiting direction regarding programming new vehicles for entering The Hamlet. Changing the security code for entrance into the neighborhood is also being discussed. This is done on a periodic basis.

V. Calendar

September is a working month for Committee Directors! (Landscape, Snow, and Social)

Charley requests each Committee begin working on their Budget for 2026. Please submit your Budget to Charley Heard and the Board by **October 15, 2026**. If you need direction or have specific questions, please ask between now and October 15. The Board will officially approve the Budget on November 5, 2025. The final approved 2026 Budget will be presented to the HOA at Large at the Annual Meeting on January 21, 2026.

Those individuals working on the Front Gate, the Electrical Repair of our Lights, and our Insurance, please provide your anticipated 2026 Annual Projected Budgeted costs as well.

VI. There being no further business, the meeting was adjourned at 7:15pm.

A Motion to adjourn the meeting was made by Medina Jarman. The Motion was seconded by Manny Fernandez

THE HAMLET HOMEOWNERS ASSOCIATION - 2025 FINANCIAL SUMMARY
(Receipts, Expenditures, and Reserve Balances)

		Actual Receipts and Expenditures for January through September									Current Estimate of Receipts and Expenditures for October, November & December			2025 Total (Actuals plus Current Estimate)	2025 Full Year Budget	Variance Favorable or (Unfavorable) Column O = M vs N In a Better or (Worse) Format	Line Number
		A	B	C	D	E	F	G	H	I	J	K	L	Column M = Sum (A ..L)	Column N		
RECEIPTS:		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC				
1	Income - Monthly HOA Dues at $265 per month	18,270.00	14,575.00	15,650.00	17,755.00	15,370.00	15,900.00	16,695.00	15,900.00	16,165.00	15,900.00	15,900.00	15,900.00	193,980.00	193,980.00	0.00	1
2	Interest Income - PNC Bank MMKT															0.00	2
2	Interest Income - South State Bank MMKT	5.36	6.68	9.39	11.37	17.28	44.96	44.55	36.68	49.29	42.00	42.00	42.44	352.00	92.00	260.00	2
3	Interest On Cert of Deposit at South State Bank	1,092.33			1,123.86			965.83		664.27	334.00	334.00	334.71	4,849.00	4,456.00	393.00	3
4	Transfer Fee Income - Net (Upon Sale of Home)				50.00		25.00				25.00			100.00	75.00	25.00	4
5	**TOTAL RECEIPTS (Sum of Lines 1 through 4)**	**19,367.69**	**14,581.68**	**15,659.39**	**18,940.23**	**15,387.28**	**15,969.96**	**17,705.38**	**15,936.68**	**16,878.56**	**16,301.00**	**16,276.00**	**16,277.15**	**199,281.00**	**198,603.00**	**678.00**	**5**
EXPENDITURES:																	
6	Mowing, Fertilizing, Weed Control				7,665.57	7,665.57	7,665.57	7,665.57	7,665.57	7,665.58	7,665.57			53,659.00	53,659.00	0.00	6
7	Water - Used on Entry Way & Islands	221.55	237.10	237.10	237.10	324.74	838.06	1,270.00	1,779.07	1,589.26	1,550.00	1,009.92	237.10	9,531.00	10,531.00	1,000.00	7
8	Sprinkler Turn-On & Turn-Off					4,006.00					4,006.00			8,012.00	8,012.00	0.00	8
9	Sprinkler Maintenance & Repairs				54.35			2,970.00	1,675.00					4,699.35	1,900.00	(2,799.35)	9
10	Flowers at Front Entrance						143.77							143.77	1,000.00	856.23	10
11	Holiday Lights (Install & Take Down) - Nov 2024 & Jan 2025							1,558.67						1,558.67	1,400.00	(158.67)	11
12	Plant Two New Trees (A Budget Placeholder)													0.00	2,500.00	2,500.00	12
13	Tree Pruning, Removal, Snow Damage (& Fire Mitigation)						1,700.00		(1,000.00)		800.00	800.00	700.00	3,000.00	3,000.00	0.00	13
14	Landscape Architect Plan for Front (Garden Club Prepare?)													0.00	2,000.00	2,000.00	14
15	Gatehouse - Refresh Entrance Shrubs (See Line 14)					375.00			88.32					463.32	2,000.00	1,536.68	15
16	Old Forge Dr (Cobble Top of Tract I & Tilly Circle)				360.00		1,060.00							1,420.00	750.00	(670.00)	16
16a	Cobble Other Circles (Marcus Ln & Roderr Gate)								927.26	806.56				1,733.82	0.00	(1,733.82)	16a
17	Klingen Gate Lane - Refresh Circle & Plantings								1,500.00					1,500.00	1,500.00	0.00	17
18	Toppler Drive - Remove & Backfill Makeshift Steps								23.98					23.98	600.00	576.02	18
19	General Hamlet Maintenance Projects									(100.00)	200.00	200.00	200.00	500.00	500.00	0.00	19
20	Cleanup Day Supplies and Other Miscellaneous										200.00	200.00	200.00	600.00	600.00	0.00	20
21	**Subtotal Landscape Expense - (Lines 6 thru 20)**	**221.55**	**237.10**	**237.10**	**8,317.02**	**12,371.31**	**11,407.40**	**13,464.24**	**12,659.20**	**9,961.40**	**14,421.57**	**2,209.92**	**1,337.10**	**86,844.91**	**89,952.00**	**3,107.09**	**21**
22	Annual Picnic & Winter Party & Welcome Committee Expense				42.23	395.35		532.35	9.64		620.00		623.43	2,223.00	2,223.00	0.00	22
23	Electrical Repairs		29.14				489.50				2,800.00	2,800.00	2,881.36	9,000.00	9,000.00	0.00	23
24	Electricity (Street Lights & Gatehouse)	274.05	287.39	246.08	225.29	241.47	226.44	211.42	214.16	114.10	260.00	270.00	283.60	2,854.00	2,754.00	(100.00)	24
25	Financial & Administrative Services	440.00	440.00	440.00	440.00	440.00	440.00	440.00	440.00	440.00	440.00	440.00	440.00	5,280.00	5,280.00	0.00	25
26	Gate Maintenance				728.00						558.00	558.00	556.00	2,400.00	2,400.00	0.00	26
27	Insurance: Directors, Gatehouse, Gate, General Liability									2,381.00				2,381.00	2,180.00	(201.00)	27
27a	Re-key The Gatehouse				781.20	271.67								1,052.87	0.00	(1,052.87)	27a
28	Janitorial Service - Gatehouse	75.00	52.00	52.00	52.00	52.00	52.00	52.00	52.00	52.00	78.00	52.00	52.00	673.00	673.00	0.00	28
29	Legal Services										330.00	330.00	331.00	991.00	991.00	0.00	29
30	Postage, Supplies, Bank Charges, etc.	35.33	35.33	35.17	35.19	35.18	23.00	125.27	(104.89)	36.55	55.00	55.00	53.87	420.00	420.00	0.00	30
31	Snow Removal	4,342.50	1,882.50								3,200.00	3,200.00	3,775.00	16,400.00	16,400.00	0.00	31
32	Taxes & Filing Fees			660.00		165.00								825.00	825.00	0.00	32
33	Waste Management - Trash Removal	907.01	899.90	907.18	911.15	902.67	909.36	911.04	916.68	913.02	913.99	934.00	934.00	10,960.00	10,890.00	(70.00)	33
34	Website, Dropbox, Zoom, HOA-Leader, Mtg. Room Rent			117.77							159.87	255.00	170.36	703.00	903.00	200.00	34
35	**Subtotal of Expenses on Lines 22 through 34**	**6,073.89**	**3,626.26**	**2,458.20**	**3,215.06**	**2,503.34**	**2,140.30**	**2,272.08**	**1,527.59**	**3,936.67**	**9,414.86**	**8,894.00**	**10,100.62**	**56,162.87**	**54,939.00**	**(1,223.87)**	35
36	**Total of All Expenses (Line 21 plus Line 35)**	**6,295.44**	**3,863.36**	**2,695.30**	**11,532.08**	**14,874.65**	**13,547.70**	**15,736.32**	**14,186.79**	**13,898.07**	**23,836.43**	**11,103.92**	**11,437.72**	**143,007.78**	**144,891.00**	**1,883.22**	36
37	**Net = Receipts minus Expenses (Line 5 minus Line 36)**	**13,072.25**	**10,718.32**	**12,964.09**	**7,408.15**	**512.63**	**2,422.26**	**1,969.06**	**1,749.89**	**2,980.49**	**(7,535.43)**	**5,172.08**	**4,839.43**	**56,273.22**	**53,712.00**	**2,561.22**	37
38	**Reserve Study Project Expenditures**										**30,000.00**			**30,000.00**	**0.00**	**(30,000.00)**	38
39	**Net (After Major Replacement Expenditures) Line 37 minus Line 38**	**13,072.25**	**10,718.32**	**12,964.09**	**7,408.15**	**512.63**	**2,422.26**	**1,969.06**	**1,749.89**	**2,980.49**	**(37,535.43)**	**5,172.08**	**4,839.43**	**26,273.22**	**53,712.00**	**(27,438.78)**	39
40	Certficate of Deposit at South State Bank at End of Month	101,092.33	101,092.33	101,092.33	102,216.19	102,216.19	102,216.19	103,182.02	103,182.02	103,846.29	104,180.29	104,514.29	104,849.00	**104,849.00**			
41	South State Bank MMKT at End of Month	31,461.54	42,585.72	55,595.11	60,940.91	61,286.62	62,666.01	61,715.56	59,287.68	70,149.41	30,198.70	35,240.70	39,782.70	**39,782.70**			
42	South State Bank Checking Acct at End of Month	2,293.92	1,888.06	1,842.76	2,781.25	2,948.17	3,991.04	5,944.72	10,122.49	1,576.98	3,658.26	3,454.34	3,417.06	**3,417.06**			
43	**Total in Banks at EOM (Sum of Lines 40, 41, & 42)**	**134,847.79**	**145,566.11**	**158,530.20**	**165,938.35**	**166,450.98**	**168,873.24**	**170,842.30**	**172,592.19**	**175,572.68**	**138,037.25**	**143,209.33**	**148,048.76**	**148,048.76**	**175,487.54**	**(27,438.78)**	43
44	Operating Reserve Account (A Portion of Line 43)	44,000.00	44,000.00	44,000.00	44,000.00	44,000.00	44,000.00	43,000.00	43,000.00	43,000.00	43,000.00	43,000.00	43,000.00	**43,000.00**			
45	Balance in Reserve Study Account (A Portion of Line 43)	90,847.79	101,566.11	114,530.20	121,938.35	122,450.98	124,873.24	127,842.30	129,592.19	132,572.68	95,037.25	100,209.33	105,048.76	**105,048.76**			

This Report is posted each month to The Hamlet HOA Website: https://HamletCastlePines.com
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