

GENERAL MEMBERSHIP MEETING

June 4, 2025

- I. Call to order at 7:00 pm by Bill Higgins, President
- II. Board Attendees – Bill Higgins - President, Judy Derby – Vice President, Zory Hill, Secretary, Bob Snow – Board Director, Jim Flynn – Board Director,
- III. Also Present – Karen Pederson, Bonnie Miller, Robert Zwalnicki, Christine Peterson, Marcia Hartshorn, Jacob Lane, Christopher Overman, Paul Corzatt, Maureen Maple, Jim Maple, Ron Lewis, Joan Best, Rosalio Hernandez
- IV. Public comment period-
 - a. Robert Z. talks about the landscaper not weed whacking along fence lines in common areas. Common areas – trees and vegetation need removal, unauthorized fences, wildfire danger – identify emergency, street sign directional needs upgrading at critical street intersections.
 - i. Paul C. says to walk around Towne Point to see where the need is. Ron L. says one “No Parking” sign needs to be replaced entering Towne Point.
 - b. Marcia H. thanks Zory for mowing the grass in the common area behind her house.
 - i. Ron L. talks about enforcement and who is in charge of enforcing the rules?
 - c. Joan B. comments about the issue of wildfires – demand the city plows Eddy Street and install a fence that could easy be removed in emergency situations, keeping green grass green to lay on with fire blankets. The storage yard could be an exit with a new gate in yard to exit in emergency.
 - i. Check property lines of Schramek for sidewalk outside Dana to exit to Austin Matthews.
- V. NEW BUSINESS
 - a) Exterior Security lighting & camera options – Paul Corsatt - Storage yard needs solar lighting and offers an inexpensive option. Ron says he will work with Paul about this.
 - b) Garage Sale is June 7th throughout Towne Point.
- VI. Treasurer’s Report for the Period of January to May 31, 2025

Currently, this association is maintaining their budget goals for 2025. We are on track to meet our reserve budget requirements having transferred \$15,000 to reserves as of this date. By the end of June, at least 53% of the projected reserve budget will have been transferred to the reserve Money Market Account.

In April \$100,000 was transferred from the Money Market account to a new 7 month CD at an APR of 4.1 %. In May the CD earned \$357.44.

In the financial packet is the Budget vs Actual Cash-based Profit & Loss Statement for January to May 2025 and Report of the Bank balances, Accounts Receivable and transfers from the operating account to the Money Market Reserve Account.

This report reflects the year-to-date cash received and expenses paid as of May 31, 2025. At the bottom of the report there are categories labeled "Reserve expenses and Transferred from Reserves." The income shown is the amount that has been transferred from Reserves to the checking account. Fund transfers will be made as necessary to cover planned reserve expenses. As of the end of May, the reserve funds transferred were for the expenses incurred by the paving project and the mailbox kiosks. The kiosk project is in progress and so there will be more expenses in the coming months.

The paving project was completed in March at a cost of \$3,236.18 for the crack/seal. In 2026, a full paving of one of the Cul de sacs will be performed at a cost of approximately \$50,000 to \$60,000. An up-to-dated estimate will be sought from the paving company in the fall as part of the budget process.

In April, the Corporation Annual Report was renewed with the Secretary of State as well as the business license .

The Association liability and property insurance is due for renewal and after being reviewed by the board, will be approved for renewal at the end of this meeting. We had no insurance claims, and the premium did not increase substantially.

As of the end of May, there are two accounts in collection with attorney fees and liens imposed. A third account was paid after being turned over to the attorney. There are three other accounts that will be delinquent as of June 30th. They have received letters and if not paid will be turned over to the attorney for collection at the end of the month with attorney fees and liens imposed.

Friendly reminders have been sent to owners whose properties are out of compliance with the CC&Rs. Some have complied and those who did not will receive a formal letter giving them 10 days to comply in order to avoid fines being imposed.

Property Sales: There have been four property sales since January 2025.

2075 Elizabeth which will be a rental; 2067 Victoria Ave., 2182 Beacon Pl., both will be owner occupied & 2273 Towne Point Ave. which was a rental and will be owner occupied. Sales prices for all but Elizabeth Pl, had a sale price between \$342,000 and \$450,000. 2252 Towne Point Ave has a sale pending.

- VII. Committee Reports:
- VIII. Grounds Committee – Zory will get a bid from Tim about weed whacking the perimeter fence lines in common areas.
- IX. Architectural Committee - Approval of shed in storage yard for emergency preparedness supplies.
- X. Nominating Committee – Patricia- Those interested in serving on the board for the 2025 to 2027 period should submit their letters of interest by July 30th.
- XI. UNFINISHED BUSINESS
- XII. Kiosks – Bill - We have two mailbox kiosks that are completed and the next two will be constructed on Summit Avenue.
- XIII. VOTE TO APPROVE:
 - a) General Membership Minutes of March 5, 2025 -passes unanimously.
 - b) Work Session Minutes of April 30, 2025 - passes unanimously.
 - c) Work Session Minutes of May 29, 2025 - passes unanimously.
 - d) Renewal of insurance Policy Bob makes a motion, Jim seconds – approved.
- XIV. Public Comment Period – Bob thanks Christopher for leading the Emergency Preparedness program.

Adjournment at 8:10pm

Faithfully Submitted,

Zory Hill

TPOA Secretary

TOWNE POINT BOARD OF DIRECTORS

Work Session via ZOOM

Thursday, May 29, 2025

Call to Order: 6:00pm

In Attendance: Bill Higgins-President, Judy Derby- Vice President, Zory Hill-Secretary, Bob Snow-Director, Patricia Holder-Treasurer/ Manager

1. New Business:

1a. Nominating Committee for Board of Directors election in August.

1b. Add Policy in the Rules and Regulation about dogs in Towne Point.

2. Old Business:

2a. Treasurer's Report: Request board follow up on compliance letters sent in April.

2b. Discussion about follow up letters to homeowners with infractions.

2c. Discussion about downsizing the library books and bookcases.

2d. Discussion about the ongoing kiosk construction.

2e. Discussion about the out of order streetlights and status.

2f. Discussion about Pickleball hours and getting a proper sign made.

2g. Discussion about the Rules and Regulations and parking of cars on property.

Will resume conversation in June.

2h. Discussion about painting parking stripes at clubhouse and painting a line from Dana to Town Point Ave (existing sidewalk).

2i. Discussion about an autumn street sweeper coming into Towne Point.

Bob – discusses AWS internet/domain registrar and Patricia has acquired an SSL certificate but is having difficulty getting it installed because of the way the website was initially setup when it was transferred from Olympus net to AWS. Will pursue a solution with AWS support.

Bob has heard a complaint about kids throwing gravel against the clubhouse and the need for a security camera on the clubhouse. Zory will reach out to a homeowner who has experience with this technology.

Bob reminds the Board about the Holly tree that needs to be pruned back by the playground. Patricia reported that she has the ground s contractor has this item on his schedule.

Patricia discusses home sales in Towne Point.

Meeting adjourned: Motion by Bob, seconded by Judy – 6:52pm.

Faithfully Submitted,

Zory Hill, Secretary

TOWNE POINT BOARD OF DIRECTORS

Work Session Via ZOOM

Wednesday, April 30, 2025

Call to order: 6:03pm

In Attendance: Bill Higgins, Judy Derby, Bob Snow, Jim Flynn, Patricia Holder, Zory Hill

Agenda:

1. Financial Update by Patricia.
2. Towne Point Garage Sale on June 7, 2025. Bill will post in the Leader; Patricia will make a flyer for the window and post to website. Christopher can post it to Facebook.
3. May Board Work Session via Zoom has changed to Thursday, May 29, 2025, and will be updated on website by Patricia.
4. Stiffening the Rules and Regulations:
 - a. Patricia mailed out friendly letters to violators of the rules and regulations. She will mail out firm letters to those that do not comply with fines to follow. Note that a log will now be kept of notices sent by TPOA.
 - b. Add language to reflect “No more single mailboxes to be allowed or installed. They must be installed on a kiosk.” Motion by Judy, seconded by Bob – unanimous.
 - c. Add language to reflect “No backyard nor greenbelt camping allowed.” Motion by Zory, seconded by Bob. – unanimous.
5. Approve tree removal estimate by Town and Country Tree Experts. Motion by Judy, seconded by Bob, motion passed unanimously.
6. Pickleball – a group of volunteers will clean the tennis court and lay out lines for a pickleball court to coincide with the tennis court. Gorilla tape will outline the court rather than permanent paint lines, at this time.
7. Discussion about various houses for sale, violators of rules, and passing of member with family living in the home.

Meeting adjourned: Motion by Bob, seconded by Judy at 6:45pm.

Faithfully submitted.

Zory Hill