

Dover Ridge HOA All-neighbors quarterly Meeting July 12, 2023 7pm

Financial update:

- Current balances (report to neighbors – Joe/Tim)
- NCHAF (North Carolina Homeowners Assistance fund) MIGHT be able to help with HOA dues. If you are struggling and falling behind, please investigate this option.
- June board meeting focused on review of budgets and plan for 2024 budget. (sharing details below)
- Taxes with new accountant are complete.
- Square on-line payment is available and in-use.

ARC Committee updates:

15 ARC forms submitted and approved so far in 2023. (Tony to report)

We encourage and remind all neighbors to PLEASE submit ARC forms for ANY outdoor/grounds work IN ADVANCE OF THE WORK BEING DONE. The ARC committee is made up of your volunteer neighbors, who need sufficient time to review and have TWO sign-offs for compliance. This helps keep consistent compliance with our 120 homes, and our 26 year tradition. Thank you for your cooperation in submitting timely ARC requests. ARC forms are required for outside Paint, building, windows, fences, etc. Please read covenants and guidelines before planning to build, so you understand expectations of fence heights, paint colors, outdoor structures, lawn additions, satellite installations, etc. Ask the board/ARC team if you have any questions as you consider your home improvements. Thank you.

IT website/computer updates: Peter transitioning off the HOA board. Mike Wrobel is temporarily filling in for him. We are seeking a neighbor to help be our IT lead. Peter has just upgraded and modernized our website and platform and added the pay-on-line feature. We need someone to do regular checks and troubleshooting if issues arise to keep us on our new track. PLEASE CONSIDER SHARING YOUR IT SKILLS WITH YOUR NEIGHBORHOOD. Thanks.

HOA Welcome basket updates: Janet up update on status/number so far this year.

Neighborhood updates:

1. 4th of July Celebration:

- Two flags for each house were donated by neighbors, and placed on each home. Thank you Janine and family and friends for performing this service!
- Lebanon Fire Department visited with THREE Fire trucks. Parade from Cheshire/Laurent to Ballard Court cul-de-sac took place. Ice cream social (using neighbor donated ice cream/waters) took place afterwards. Approx 30 neighbors attended. Gifts for the firemen were also donated.

2. Budget Review – It is critical that all neighbors pay dues ON TIME, please. If you are having struggles with payments due to circumstances, please let the HOA board know so we can work with you on payment plans, and adjust our budget if needed to accommodate a temporary shortfall. Thank you.

- The board reviewed the 2021, 2022 and 2023 budgets vs. actual spending at our June meeting to assess what changes have occurred which required adjustments. After a review of the line items, the following are budget adjustments recommendations for next year which the board will review again in September. Neighbor input is welcome and will be considered in our September board discussion.
- Items NOT mentioned below are ‘fixed costs’ which have no opportunity for savings (water, electric, insurance, etc).
 - a. Office supplies cut from \$900 to \$700 (1 mailing with printout of dues/info, stamps and return stamp envelopes approx. \$250 each.
 - i. Eliminate hardcopies of quarterly fliers.
 - ii. Reduce mailings where possible.
 - iii. Cut back on other expenses/copies/fees where feasible.
 - b. Sprinkle maintenance
 - i. The entrance has many sprinkler heads that periodically need maintenance.
 - ii. Last year’s and this year’s maintenance budget cost \$800. Our groundskeeper thinks this can be reduced to \$400 since significant work has been performed on the many sprinkler heads and piping the past few years.
 - c. Backflow – We now pay a local company to do this for \$98. So will reduce the budget from \$150 to \$100.
 - d. Tax Prep - \$350/year. We must have a CPA do it so this cost will not go down. Paperwork generated is 10 pages long, so it is nothing which can be easily done on the side by a non-CPA neighbor. OPPORTUNITY: If we have a CPA in the neighborhood who can help us out and bill us less than \$350/year, please contact the board with a bid. Thank you.
 - e. Bank service charge – This is for the program the bank (1st Horizon) uses to communicate our account actions. It is \$15 per month. There will be no change in the amount but we **will have Joe rename it Bank Maintenance Fee** so it will not be mistaken as service fees for overdrafts.
 - f. PO Box rental will increase \$40 from \$140 to \$180 due to an increase in the postal rental fee.
 - g. Mulch: we feel with the extra build-up mulch the past few years, we can reduce this year and next year with ‘spot upgrades’ early in the season. (\$1200 down to \$1000, for front and park)
 - h. Landscaping/Park improvements. This category will be renamed Park Maintenance/trees. This item is often used for removing down or damaged trees and possible purchase of new park equipment. Last year \$650 was spent, and the year before \$776. This portion of the budget will be \$400. (+\$150 increase from \$250 current budget)
 - i. Easter Egg Hunt. For the past two years, the cost of this event was covered by neighborhood donations, not HOA funds. We will keep it in the budget as placeholder so we recognize the cost of the event, but cut the cost to from \$200 budget to \$100 budget since we have most of the material needed for future events.
 - j. Holiday decoration contest prizes. To simplify the process we will purchase Lowe’s or HomeDepot gift cards instead of checks, to help encourage those winning neighbors to increase their home’s value. No budget change.
 - k. July 4th decorations. The cost is typically \$75 for flags and \$50 for ice cream plus donation/gift for the firemen. 2022 and 2023 had these costs covered by neighbor donations, but we’ll reduce from \$230 budget to \$150 in the budget as a placeholder if the donations don’t continue. Anyone wishing to help donate may contact the board, and thank you!
 - l. Welcome Baskets/Grad Gifts. Will break this line item into two-line items. Welcome baskets will increase from \$215 budget to \$300. It is difficult to predict how much is needed so we’re taking an average of the past few years and adding a little. Baskets approx. \$30/each. This is an excellent way to meet new homeowners and be sure they are aware of the HOA guidelines.
 - m. Grad Gifts will be new separate line item at \$100. This is also a difficult category to predict. This year only 3 High school names were submitted. This amount is based on providing \$25 gift card. The bag, card and other fun gifts are donated by neighbors.

SUMMARY without groundskeeping –budget proposed/potential reductions of \$1030 and budget increase expected adjustments of \$375 for net budget decrease of \$655.

Grounds Maintenance – Tim and Jeff met with Rice’s Greenery to see if we could reduce costs. There are several options to consider. While we don’t want to reduce the service we are currently receiving, on par with our historical contract, we need to recognize it is over 50% of our total dues which are applied every year. That has been the situation for many years.

All reductions in cost help build up our savings for stormwater maintenance fees and other unexpected events along with the possibility of purchasing new items for the park or more neighborhood events.

Other new business:

1. No neighbors have replied (YET!) to our request for interest/chairperson to help organize and advertise a Neighborhood Yard Sale, or Labor day Pot luck or the Holiday Caroling initiative. If neighbors have interest in leading any of these, please advise or e-mail doverridgehoanc@gmail.com, or drive via Facebook. Thank you.
2. We will reach out to last year’s Holiday decorating contest winners to see if they will help be the judges for this year (last year’s winners as well as current HOA Board members are not eligible to win).

Any other new business??