

Red Bridge Homes Association

Meeting Minutes

Date and Time of Meeting: June 20, 2024 6:15 pm	Location: Mid Continent Public Library, Red Bridge
Meeting Type: <input type="checkbox"/> General Meeting <input checked="" type="checkbox"/> Board Meeting <input type="checkbox"/> Committee <input type="checkbox"/> Other	

- Attendees
 - Rebecca Walsh, President
 - Carol Calabrese, Vice President
 - Dawn Rice, Secretary/Communications Director
 - Lynn Youngberg, Treasurer
 - Grant Shelnutt
 - Greg Abernathy
 - Michelle Wisdom
 - Vince Liffick
 - Guest – Doug Luther, HAKC
- Call to Order
 - The meeting was called to order at 6:25 by Rebecca Walsh. The meeting minutes from May 20 and June 7 e-mail exchange were reviewed and approved.
- Carol Calabrese reported that she had attended the South Patrol quarterly meeting, and provided an update on crime statistics for south Kansas City. Overall, most crimes were down from the previous quarter, but auto thefts and robberies were up.
- Guest Speaker: Doug Luther from HAKC spoke with the Board to give an overview of their function and how they support the Red Bridge HOA. He also provided a history of HAKC and how they were originally established to support the JC Nichols communities. The Board presented several questions, to which Doug provided deeper insight.
 - HAKC provides back office support, to include accounts payable and receivable, mailing notices, advice to the Board, filing liens and other actions, and coordination with title companies. The cost for this support is \$622 per month, which comes out to approximately \$8.50 per household per year. Printing and postage are charged directly to the Board separately from the monthly fee.
 - There are currently approximately 150 properties within the jurisdiction of the Red Bridge HOA that are delinquent with dues payments, making up approximately 17% of the total homes. This is higher than the average for the properties HAKC supports, and most having a delinquency rate of 10% or less.
 - Options for collection of past due fees include liens, foreclosures, lawsuits, or collection activity. Late fees of 8% per year are added to all past due balances. Fees for filing liens or other legal action are added to the balance due.
 - There was discussion about changing the due date for dues, but Doug stated that this would require refile with the IRS. It was suggested that instead of changing the due date, that notices be sent out earlier, perhaps November 1 instead of December 1, to allow more time and it was agreed this would be helpful.
 - Doug clarified that there are 3 governing documents for the HOA.

- HOA Declaration: This is the “constitution” of the HOA. It is filed with the county, is tied to the deed, and gives the HOA the authority and responsibility to collect dues and enforce rules.
 - Deed Restrictions: There are roughly a dozen deed restrictions for the Red Bridge area. These specify what is and is not allowed, and are also tied to the deed to the home.
 - Bylaws: Bylaws are internal, are not filed with the county, and are not attached to the deed. Changes to bylaws require a majority vote of members in attendance.
- Any changes to the declaration or deed restrictions requires a supermajority, with votes in writing and notarized. This also requires updating information with the IRS and courts.
- When updating bylaws, any changes made must be in alignment with the declaration and deed restrictions, they cannot contradict each other.
- The question was raised as to how much of a cash reserve the HOA should be maintaining. Doug’s recommendation was to keep approximately 6 months of operating expenses in reserve. Annual dues are approximately \$61,000 and the HOA currently has approximately \$85,000 in reserves.
- **Old Business:**
 - **Islands and Markers:**
 - Greg Abernathy provided an update on the work done on the islands and markers. Plantings have been done in the urns and boxes, with plants being chosen based on the sun/shade requirements for their location. Greg pointed out that the planting started later in the year than was ideal, so it will take a little while after transplanting for them to look their best. The goal for next year is to have all planting done by May 15.
 - The landscaping committee has volunteers doing weekly inspections to ensure the quality of work being done. Greg did ask that members be reminded to not put anything in the urns, as some residents have taken it upon themselves to plant flowers. Rosehill Gardens is now contracted to provide this service, so any planting should be left to them.
 - Greg clarified that under the mowing contract, mowing is scheduled to be done weekly on Thursdays, but if it is not needed it will not be done and we will not be charged for that week. The mowers will also spray for weeds with the next mowing.
 - Greg noted that at four urns, there are trees from the homeowners’ that have grown into/over the urns and need to be trimmed back.
 - Greg noted that at some of the islands, there are tire marks where it appears people are backing trucks over them.
 - The landscaping committee is preparing a plan for the fall, which will include planting ground cover at some locations to minimize the need for frequent mowing.
 - Rebecca Walsh stated that per HAKC, we are required to have a W9 and certificate of liability insurance for all vendors performing work for the HOA.
 - **ACTION ITEMS:**
 - **Greg Abernathy:** Meet with homeowners who have trees that are infringing on the urns to discuss trimming. Obtain W9 and certificate of insurance from vendors.
 - **Dawn Rice:** Post reminders in the Facebook group asking residents to not put plants in the urns, and to use care to not drive over the islands.
- **Statue Repair:**
 - Grant Shelnutt provided a quote from Creative Sculpture and Restoration, Inc. for the restoration and repair of the statue “Hygieia”. This is the same company that does repair, restoration and maintenance for the statues on the Plaza, so we are confident in the quality of their work. Options were presented for pricing with or without repairing the broken fingers.

- Discussion was held regarding a warranty for the work, as well as measures we can take to protect the statue from further vandalism.
- Grant also pointed out that water will be needed to perform the pressure washing, and it was agreed that we can request that a homeowner allow use of their water in exchange for a reduced rate on their dues for this year.
- Discussion was held regarding placement of a plaque with the history of the statue. It was agreed that this would be nice, but was tabled for further discussion until we get a quote for protective shrubbery.
- It was suggested that the Board host an unveiling ceremony upon completion of the work, and it was agreed upon unanimously. Further discussion was tabled until the next meeting for planning. Lynn Youngberg pointed out that she has notes that go back eleven years with discussion about repair of the statue with nothing having been done, so it should be well received.
- **Motion & Vote:** Motion was raised and seconded to proceed with the option that includes repair of the fingers, for a total cost of \$9500. This includes stripping paint down to the lead base and cleaning the statue, sculpting missing fingers, application of bronze patina. The motion was passed with a unanimous vote by all Board members in attendance.
- **ACTION ITEMS:**
 - **Grant Shelnutt:** Revisit vendor to confirm warranty and schedule the work. Meet with homeowner to discuss use of water for power washing.
 - **Greg Abernathy:** Obtain a quote for ornamental shrubbery to go around the statue to provide a level of protection from vandals.
 - **Dawn Rice:** Post an update to the Facebook group that a decision has been made, and work will begin with a goal for completion by fall.
- **New Business:**
 - **Architectural Requests:**
 - The Board has recently learned from HAKC that authority to approve architectural requests lies with the Board. Discussion was held regarding the procedure and guidelines for submission and approval of requests.
 - Dawn Rice had presented templates for requests, which Carol Calabrese offered to modify to include Red Bridge specific information. A disclaimer will be added to include a requirement to properly maintain any property that is approved.
 - It was agreed that we need to establish an architectural approval committee. Ideally, this would include a member of the community with a background in construction or architecture.
 - It was noted that there is an existing request that needs to be addressed.
 - Discussion was tabled until the next meeting due to time constraints.
 - **Motion & Vote:** The Board reviewed the current request and a motion was raised and seconded to approve with the condition that the member complete the request form to provide appropriate documentation. The motion was passed with a unanimous vote by all Board members in attendance.
 - **ACTION ITEMS:**
 - **Dawn Rice:** Post to Facebook group to see if there is a volunteer in the community with the desired background to serve on or chair the committee.
 - **Carol Calabrese:** Modify the document template for requests to be finalized at the next Board meeting. Send the draft to Rebecca Walsh for forwarding to the member with the pending request.
 - **Rebecca Walsh:** Respond to homeowner with architectural request, advising of approval pending completion of request form.
- **Committee Meetings:**
 - Dawn Rice reminded Board members that we need to keep minutes from committee meetings as well as Board meetings.

- **ACTION ITEMS:**

- **Greg Abernathy/Vince Liffick:** Provide meeting minutes and committee roster from landscaping committee meetings.
- **Carol Calabrese/Lynn Youngberg:** Provide meeting minutes and committee roster from bylaws committee meetings.

- **Board Communication:**

- Rebecca Walsh address the Board to clarify preferred methods of communication. It was noted that there seems to be confusion between use of e-mail versus chat groups.
- It was agreed that casual discussions such as meeting times, etc. would be handled via chat group, but anything requiring review and response would be done via e-mail.
- The Board HOA e-mail address is primarily for members to reach the Board and not for the Board to communicate with each other. For internal Board communication, we will continue to use personal e-mail addresses.
- Additional topics were on the agenda but were not addressed due to time constraints. These will be added to the agenda for the next meeting on July 10.
- The meeting was adjourned at 8:20pm.