Granite Spring
HOA and Council of Co-Owners

ANNUAL MEETING MINUTES

09/09/2019 at 6:00pm - First Baptist Church of Cold Spring

Call to Order
The Annual Meeting of the Granite Spring HOA and COA was called to order on September 9, 2019 at 6:01pm.

Attendance
- Board Members present: HOA – Jerry Ling, Donna Farah, Ben Pugh, Kenny Sears and Nick Smith (Rick Keller, filling Jerry’s term)
- Board Members present: COA – Terry Egan, Mary Jo Wuestefeld, Barb LaFreniere, Kevin Bezold and Kathleen Daniels.

Establishment of Quorum
Quorum requirements were not met for the HOA or COA, therefore homeowners in attendance dispensed the requirements by a show of hands, for a unanimous consent.

Proof of Notice
Notice of the Annual Meeting was mailed to all homeowners on August 12, 2019.

Approval of Minutes
The September 10, 2018 Annual meeting minutes were approved as submitted.
Customer Service Ticket System Explanation

1. What kind of issues should be reported to Management?
   - Any issues related to Granite Spring, which includes but not limited to:
     common area landscaping, monuments and sub-monuments, main entry
     and boulevard, clubhouse and pool, fitness center, fountain, plus any other
     common elements.
   - Violations of the community documents

2. How should I report these issues?
   - Issues can be reported to Management via email at
     Granitespring@vertexpg.com or by phone to 859-491-5711.
   - Emergencies should be reported via phone first and then the On Call
     Manager may request additional information be submitted via email
   - If submitting an issue via phone, be sure to obtain a Ticket Number
     that confirms your issue has been entered into the system

3. How can I check the status of an open Ticket?
   - Go to www.vertexhelp.com- login using your email and password-
     this will allow you to check the status on any Ticket you have
     submitted
   - If you do not utilize email, you can call Management for a status
     update. Please provide your Ticket Number when using this option to
     ensure multiple tickets aren’t created and that the Service Specialist
     answering your call is aware you already have a ticket and they can
     give an update on the status

HOA Reports

Financials - As of 08/31/2019

- Account Balances – MASTER
- Operating Balance: $22,238.49
- Reserve Balance: $70,794.88
- These are the balances reflected after all reserve fund expenditures for the
  entry ice damaged tree removal and replacements and replacements of
  nature damaged spruces at left side of monument have been paid for.
Delinquencies – As of 08/31/19

- Outstanding Balance: $1,689.60 (13 homeowners-10 below $100, 3 between $100-500, 0 over $500)
- Total at 2018 Annual Meeting: $1,535.05
- Total at 2017 Annual Meeting: $3,432.84

Master Association Projects

<table>
<thead>
<tr>
<th>2019</th>
<th>2020 Potential Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Removed ice damaged plum trees at front entry and replaced with spruces</td>
<td>Paint the street blades on all decorative signs</td>
</tr>
<tr>
<td>Landscaping restored from the Duke Energy project - replaced as much as we were permitted</td>
<td>Upgrade lighting at the front entry monument</td>
</tr>
<tr>
<td>Cleaned out waste and growth in retention ponds (4)</td>
<td>Increase flower displays this fall and in 2020 at entrance and waterfall</td>
</tr>
<tr>
<td>Painted the posts on all white decorative signs. Also numbered these posts to easily identify for future maintenance needs (Thanks to Ben! This saved the community $7K+)</td>
<td>Remove the remaining plum at entrance and weathered spruce tree</td>
</tr>
<tr>
<td>Reserve Study updated</td>
<td></td>
</tr>
</tbody>
</table>

Recreational (B/C)

Financials - As of 08/31/2019

- Account Balances – REC
- Operating Balance: $14,497.78
- Reserve Balance: $80,793.36
- These balances are after all renovations to the clubhouse, which was $70K
Delinquencies – As of 08/31/2019

- Outstanding Balance: $3,157.60 (26 homeowners- 17 below $100, 9 between $100-500, 0 over $500)

- Total at 2018 Annual Meeting: $3,046.32
- Total at 2017 Annual Meeting: $3,249.65

2019 Rec Fund Projects

<p>| Installed shrubs &amp; flowers under gym windows | Rectified pool drainage system |
| Removed dying shrubs around trash bin area, replaced some | Re-upholstered existing chairs and refinished table at large clubhouse table |
| Added rip rap to the inlets around lake and installed feature LED lights | Tinted all windows &amp; French doors |
| Trimmed trees at lake and cleaned up shore line | Repaired bar stools |
| Installed signs with new fishing hours | Replaced attic access panel in closet |
| Installed LED lights in the pool | Acid washed &amp; sealed all tile and grout |
| Stained pergola at pool | Installed tv in library &amp; added cable |
| Painted No Parking lines in parking lot at side entry pool gate | Donated all unwanted furniture items to Habitat for Humanity |
| Added elliptical machine to gym | Installed new hardware on all doors |
| Cleaned flooring/trim &amp; replaced damaged baseboards in restrooms | Installed range top in kitchen |
| Painted interior of clubhouse &amp; installed ship-lap on numerous walls | Installed a coat rack on wall in exercise room |
| Upgraded all lighting to LED | Removed deteriorated/damaged drywall in pump room |</p>
<table>
<thead>
<tr>
<th>Improved Feature</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Removed dishwasher &amp; installed cabinet</td>
<td>With the help of an Interior Designer, the Board &amp; Social Committee, purchased new couches, end tables, coffee tables, lamps, rugs, wall décor, library tables &amp; chairs, wall clock, accent chairs &amp; accent table</td>
</tr>
<tr>
<td>Removed carpet &amp; installed vinyl flooring</td>
<td>Replaced rotten wood on exterior of clubhouse &amp; painted (picked new color for doors)</td>
</tr>
<tr>
<td>Painted tv stand</td>
<td>Painted all tables at the pool (Thanks to Ben! Savings of $1,700)</td>
</tr>
<tr>
<td>Upgraded thermostat to Nest Thermostat</td>
<td>To BE COMPLETED: pool deck repairs</td>
</tr>
<tr>
<td>Installed new light fixtures in kitchen w/ dimmer switch</td>
<td>2020: Replace pool furniture &amp; update feature lighting</td>
</tr>
</tbody>
</table>

**Patio Homes**

**Financials - As of 08/31/2019**

- Account Balances – **PATIO HOMES**
  - Operating balance: $21,892.64
  - Reserve balance: $23,027.53

**Delinquencies – As of 08/31/19**

- Outstanding Balance: $308 (2 homeowners- 2 below $100, 1 between $100-500, 0 over $500)

- Total at 2018 Annual Meeting: $84
- Total at 2017 Annual Meeting: $190

Jerry reinforced there is no reserve account for the patio homes, it is just for snow removal.
2020 Budgets
Master Board has approved the Master, Rec, and Patio 2020 Budgets. Assessments will remain the same.

- Master - $70/annually
- Rec - $63/quarterly
- Patio - $70/monthly

More than likely there will be small increases in coming years as property ages and more repairs are needed.

HOA Reminders

- Any changes made to the exterior of a Patio Home & Single Family Home requires an Improvement application to be completed and approved by the Board before proceeding. Required color schemes for the patio homes section is housed on the website.
- Professionally made real estate signs are the only signs permitted to be in the front yard of any single family or patio home. If you have signage that you would like to display, you must do so through a window in the front of your home. Political signs are not permitted.

COA Reports

Financials - As of 08/31/2019

- Operating Balance $75,840.75
- Reserve Balance $1,225,197.73
- Reserve balance includes 4 CDs

Delinquencies - As of 8/31/2019

- Total as of 08/31/2019: $8,804.07 (14 homeowners- 5 below $100, 3 between $100-500, 6 over $500)
- Total at 2018 Annual Meeting: $10,963
- Total at 2017 Annual Meeting: $63,635

### 2019 Condo Projects

<table>
<thead>
<tr>
<th>Project</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replaced concrete at 2 parking pads on Boulder View</td>
<td>Installed security cameras at dumpsters</td>
</tr>
<tr>
<td>Cleaned dryer vents (3 year contract for a discount)</td>
<td>Installed new signs at dumpster areas</td>
</tr>
<tr>
<td>Repaired dryer vents</td>
<td>Cut back tree line behind buildings 5 &amp; 6</td>
</tr>
<tr>
<td>Sealed decks at buildings: 2, 4-6 &amp; 17</td>
<td>Power washed buildings (ongoing)</td>
</tr>
<tr>
<td>Painted exterior of buildings at: 7, 17 &amp; 18</td>
<td>Implemented grill policy (per fire code)</td>
</tr>
<tr>
<td>Upgraded splash pads &amp; added rocks to downspout area</td>
<td>Reduced delinquencies</td>
</tr>
<tr>
<td>Treated termites at buildings: 22 &amp; 23</td>
<td>Decreased dog waste/urine issues</td>
</tr>
<tr>
<td>Completed preventative maintenance on roofs: Marble &amp; Boulder</td>
<td>Repaired drainage issues at buildings 2, 5, 6, 12 &amp; 29</td>
</tr>
<tr>
<td>Repaired major water line break at building 19</td>
<td>Removed/replaced landscaping as needed</td>
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**Future Condo Projects**

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<th>2019 To Be Completed</th>
<th>2020 Potential Projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Splash pad upgrades to any building not yet completed</td>
<td>Concrete/sidewalk replacement/repairs (2nd round)</td>
</tr>
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<td>Exterior painting</td>
</tr>
<tr>
<td>Exterior painting at buildings: 19, 25 &amp; 32</td>
<td>Deck sealing</td>
</tr>
<tr>
<td>Deck sealing at buildings: 1, 8-11 and 23</td>
<td>Dryer vent cleaning</td>
</tr>
<tr>
<td>Power Washing</td>
<td>Landscaping improvements</td>
</tr>
</tbody>
</table>

**2019/2020 Goals – Terry Egan Presented**

**Reserve Focus**
- This year we still have approximately $45,000 to spend out of the Reserve Account. The majority of these funds cover concrete and sidewalk repairs/replacements. There is a 2 year program established, focusing on most egregious items first. Follow up to occur the following year.

**Landscaping Improvements**
- Encountered drainage issues due to builder. A number of issues have been fixed; however there are still a couple of areas to focus on.

**Building Enhancements**
- Focus on power washing buildings, downspout extenders/splash pads and landscaping.

**Condo Reminders**

**Trash**
- Place all trash in the dumpster
- No large items or furniture is permitted to be placed in or around the dumpster
- Dumpsters are for condo residents only
- Do not allow any vendors you may utilize to dump items
Additional Reminders

- Please pick up after your pets and do your best to take them to the wood lines in the community to preserve the grass
- Any changes made to the exterior of the building require an Improvement Application to be filled out and approved by the Board before proceeding
- Grills on patios (cannot be used on decks) must be moved away from the building when in use - 25 ft for charcoal and 10 feet for propane
- If you see something, please say something!

HOA Board Elections
No terms expire this year; however, Jerry Ling is “retiring” and the Board has appointed Rick Keller to serve the remainder of Jerry’s term. The Board and homeowners thanked Jerry and presented him with an appreciation plaque.

COA Board Elections
There were 3 open positions, each for a 2 year term.
Terms expired – Terry Egan, Kevin Bezold, and Mary Jo Wuestefeld
Letters of Intent were submitted from: Terry Egan, Kevin Bezold, Mary Jo Wuestefeld and Megan Groat.

The floor was opened for additional nominations. No nominations were made therefore the floor was closed.

By a secret ballot vote, Kevin Bezhold, Terry Egan, and Mary Jo Wuestefeld received the most votes, therefore will continue to serve on the COA Board, each for a 2 year term.

Landscape Annual Appreciation Luncheon
- Jerry announced that there will be an Appreciation Luncheon for the landscapers that service Granite Spring.
- It will be held on a Wednesday at noon in the clubhouse in late October as soon as Creative Image sets a date with us.
- If you can supply food, help or cash, all is appreciated. Each year we have been able to send them off with a pocket full of cash to take home for their families.
• You will be contacted by e-mail with additional details.

Open Forum - Master
• Do Homeowner’s need to submit an Improvement Application to paint the exterior trim if it’s going to be the same color as is currently there?
  o Jerry responded this will have to be researched as this has never been clarified.
• Are single family homeowners allowed to use the lake?
  o The Rec is paid for by the condo’s and patio homes. Single Family homes do not contribute; therefore they are not permitted use of the lake.
• A request was received to place a white line at the white at the stop light at the back condo entrance on Matinee.
  o Mayor Penque chimed in and stated that is possible and would have it looked into.
• Can the damaged pool furniture at the pool be removed, due to a homeowner’s grandmother almost hurting herself?
  o Board confirmed the furniture is already stacked up for removal, and they are looking into commercial grade furniture for next year.
• Can the number of guests at the pool be reviewed?
  o Board confirmed it is scheduled to be discussed at the October meeting meeting.
• Street Signs for Flint Ridge
  o Management confirmed the bids received were very expensive. Management is reviewing alternatives.

Open Forum- Condo
• Homeowner stated they have called into Vertex three times requesting three large grass bushes that are preventing them from getting into their car, at Building 19, 5883 Boulder View. Also, a lot of dog urine is killing the grass between building 18 & 19.
  o Management will research the bush issue. Confirmed the urine issue is already being addressed.
• There are 2 new signs at the pond. One is right behind a condo owner deck, and is blocking his view because it is too big.
  o Management reinforced there is an existing ticket for this with Vertex. The Master Board is responsible with the lake. Management will inform the Master Board that this is a concern of the homeowners and determine how they want to move forward.
• Can the lights at the condo doors be cleaned?
  o Management will put in a work order for this.
• Can the landscaping at the mailboxes be corrected to look better? There are tire tracks routinely in this area.
  o Management stated they will research replacing the mulch in this area with rock.
• Trees need to be pruned at 5900 Marble Way to prevent branches coming through windows.
  o Management confirmed they will enter a work order for maintenance of the trees and ensure the correct equipment needed is requested.

Adjournment - With no further business to discuss, the meeting was adjourned at 8:10 pm.