

DEVONSHIRE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

NOVEMBER 15, 2023

Attendees: Julie McDonald, Realty Performance Group, Property Manager
Sue Kleeh, Board President
Lesanne Pfuntner, Treasurer
Jody DeLucia, Secretary

Meeting called to order by Sue at 4:04 pm

Meeting Minutes

October 2023 Meeting Minutes Approval: Sue made motion to approve minutes, Lesanna seconded. Motion carried.

Financial Report – Month ending October 2023

Total Operating Income \$58,697; \$1,575 more than budget

Assessment Collections for October were \$451 more than budget

Assessment Collections year to date: \$4,125 more than budget

Total Monthly Operating expenses: \$29,284 which was \$6,848 less than budget

Delinquent Accounts (12) totaling \$6,281. Julie to check regarding homeowner on delinquent list erroneously and have corrected.

Unfavorable expense variances greater than \$100: trash removal, fertilization contract, legal and professional, other landscaping and miscellaneous expenses

Favorable expense variances greater than \$100: payroll expense – maintenance, repairs and maintenance and landscaping

Maintaining existing allocations to reserve account as per prior fiscal year

Reserve expenditures in October 2023: There were no reserve expenditures in October 2023. Total reserve expenditures in 2023 total \$339,985.21.

On year-to-date basis, net income from operations is \$133,008, which is better than budget by \$143,623.

Delinquencies

All accounts will continue to receive statements

Old/New Business

Since rate increased to \$75/hour, would like to see more detailed information regarding charges; Julie said it would be very time consuming to pull time sheets, figure out and do spreadsheets, no

one has time to do this and if we want, we can hire a handyman to do the property. Julie said we are billed out properly. Sue said that may be the case but we cannot tell from the work orders. Julie will talk to Bob Marvin and we can discuss this matter with him. Julie explained the workers procedure on how their workers complete time sheets, how work orders can cover different payroll periods. Sue questioned work orders since the increase to \$75/hour from \$53/hour is a big increase.

45 CP – Letter sent to homeowner on 10/13 to submit variance by 10/31. No response. RPG will send homeowner a letter to take down the enclosed deck by certain date at homeowner's expense and will be fined; if it is not taken down, RPG will take it down and charge homeowner.

73 CP – letter sent homeowner to remove deck by 11/30/23. If not removed by 11/30/23, RPG will notify Town of Penfield to have them inspect and see if structurally sound. If Town finds it is structurally sound, then it must be repaired because it is not in compliance with HOA's esthetics in the Rules and Regulations.

If homeowner doesn't move unregistered truck up close to garage for snow removal, RPG will send letter that the truck should be moved to overflow parking area during winter season and if not, the vehicle will be towed off the property.

90 CL – homeowner had replacement windows installed in original window frame on front double window, second story, which is homeowner's responsibility; rotting wood and failing vinyl/aluminum pediment trim above and around front entry door/transom and double window (2nd story above garage door) needs to be replaced, which is HOA's responsibility. Sue made motion to approve Highland Contractor's bid for \$4,230.36 for rotting wood and vinyl aluminum pediment trim replacement, Lesanne seconded.

Gutter cleaning to start on Friday, 11/17/23; Sue requested that they begin on Devonshire because gutters are overflowing

Board met on 10/13/23 to discuss 2023-2024 second revised budget; vote was 2 to keep monthly assessment fee at \$242 and 1 opposed.

Large tall dead plantings to be taken down at 51 CP, 114 CL and 130 CL

Get quote from Highland Contractors for installation of decorative emblem on 116 CL

Mailbox damage on arm at 73-75 DC, RPG put a brace on front and back. Another mailbox arm is loose on 83-85 CP, should we have RPG repair, find out what charge was for DC mailbox. Lesanne to call company who installed mailboxes to come and check them out to see if this will become an issue.

Communication to homeowner regarding no mechanical work on vehicles in driveways

Homeowner's Concerns

- a. None

VariANCES

118 CL: POD – approved 11/8/23

72 DC: Replace Garage Door – approved 11/8/23

33 CP: Replace Storm Door – approved 11/10/23

Meeting adjourned 5:03 pm