DEVONSHIRE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

October 8, 2025

Attendees: Julie McDonald, RPG Property Manager
Sue Kleeh, Board President
Lourdes Lerch, Treasurer
Jody DeLucia, Secretary

Meeting called to order by Sue at 3:09 pm

Meeting Minutes

September 2025 Meeting Minutes Approval: Jody made motion to approve minutes, Lourdes seconded. Motion carried.

Financial Report – Month ending September 2025

Total Operating Income $60,311; $157 more than budget

Assessment Collections for September were $910 more than budget

Assessment Collections year to date: $810 less than budget

Total Monthly Operating expenses: $55,193 was $724 more than budget

Delinquent Accounts (17) totaling $9,914

Unfavorable expense budget variances greater than $100: fertilization contract, payroll expenses – maintenance, other administrative and miscellaneous expense

Favorable expense budget variances greater than $100: trash removal, maintenance supplies, repairs and maintenance, legal and professional, insurance, other landscaping and real estate taxes

Maintaining existing allocations to reserve account as per prior fiscal year

Reserve expenditures in September 2025: $26,676 – Bartlett Tree Experts: numerous tree removals. Total reserve expenditures for fiscal year in 2025 is $37,337.50.

On year-to-date basis, net income from operations is $5,602, which is $5,586 better than budget.

Delinquencies

All accounts will continue to receive statements

Old/New Business

CertaPro notified RPG that they will begin post light painting on October 6, 2025; homeowners notified of date via email. After email was sent, CertaPro then notified RPG that painting would begin on October 8th.

Question regarding hourly rate of maintenance employees; contract states $85/hr; HOA charged $95/hr. Numerous questions regarding how time sheets are filled out. Maintenance employees to complete work sheets more detailed. Julie tried to explain but suggested we talk to Bob regarding rate increase. RPG is in the process of doing a test program on cell phones to see if it works and if it is what they are looking for since it is very costly and if it works, cost will be passed down to RPG's customers.

Julie to check on work order sheet regarding work done that is a homeowner charge on Friday, September 5th by Michael Parmenter.

Discussion regarding snow removal bids and additional cost for sidewalk snow removal; need to have revised bids without including sidewalk snow removal. We need to contact our attorney to find out whether we are liable for sidewalk snow removal since the Town installed the sidewalks and did snow removal for 33+ years. In the meantime, we will approve a contract with option to add snow sidewalk removal if necessary. Julie to contact attorney to set up meeting.

KV gutter cleaning bid approved - $6,162.

Confirm locations for three No Soliciting signs and posts.

Review Trimline invoice regarding work done; holding off on paying for removing junipers and replacing with Japanese holly until work is completed.

Sue requested a copy of spreadsheet regarding reserve expenditures.

Reviewed proposed 2025-2026 Budget; some adjustments to be made.

Jody made motion to approve Trimline's landscaping contract and fertilization contract; Sue seconded; motion carried.

Homeowner's Concerns

a. Parking Concerns in CL visitor parking.
b. 92 CL landscapers not weed eating in area; too much stuff. Homeowner to receive letter.

Variances

134 CL – Garage Door – approved 9/25/25

27 CL – Repair Deck Steps – approved 10/8/25

Meeting adjourned 4:17 pm