

DEVONSHIRE HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

February 18, 2026

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

Meeting called to order by Sue at 3:00 pm

Meeting Minutes

January 2026 Meeting Minutes Approval: Sue made motion to approve minutes as revised, Lourdes seconded. Motion carried.

Financial Report – Month ending January 2026

Total Operating Income \$58,245; \$2,389 less than budget

Assessment Collections for January were \$1,114 less than budget

Assessment Collections year to date: \$2,748 less than budget

Total Monthly Operating expenses: \$25,098 which was \$1,508 more than budget

Delinquent Accounts (22) totaling \$13,470

Unfavorable expense budget variances greater than \$100: payroll expense-maintenance, and insurance

Favorable expense budget variances greater than \$100: trash removal, repairs and maintenance legal and professional, accounting fees, other administrative and real estate taxes

Maintaining existing allocations to reserve account as per prior fiscal year

Reserve expenditures in January 2026: None. Total reserve expenditures for fiscal year in 2026 total zero.

On year-to-date basis, net income from operations is \$3,476, which is \$34,589 less than budget.

Delinquencies

All accounts will continue to receive statements

Old/New Business

Work order process: By next meeting the Maintenance should be using the new log sheets and time sheets.

RPG requested and BOD approved the December 2025 minutes to be amended as follows: To include Bob's suggestion that he could find a handyman for HOA work orders.

Confirmed again that light bulb replacements and sensors will be done on the 1st and 15th of the month. All replacement bulbs will be the same color.

Work order calls received after hours are charged an hour to answer. Calls should have more detailed info when received. Asked if this was in our contract, Julie said yes. Reviewed the contract but could not find where it is stated; she will tell Bob.

Sue asked Julie if we are still at \$95/hour and she said yes; that Bob said it would be that way through 2026.

Bob is implementing the time and attendance program which is offered through RPG's payroll service which is finalizing the site they will be using. Aiming for March 1st to go live. This means they must be on the property to document what they are doing. It will have a portal to upload any receipts. So this means if they must go to Home Depot, that receipt will get uploaded on the portal with all pertinent info. Have to clock in and clock out. Bob is checking to see if we can access, or he will have to print the reports for the Board. Will still give us copies of work orders, not using the triplicate form. The time and attendance program will have all the information.

Ice Damming: 8 units have called in regarding active leaks; what RPG is doing is asking the homeowner to take pictures and send them to document what it looks like. If it continues to spread or get bigger, send in more pictures. If they cannot take pictures, RPG will send someone out to do so and document them. If there is not enough, the HOA will have to pay for damage. It may have to go through insurance and, if that is the case, we need all the documentation. Julie will keep us up to date.

Broken mailbox post: Town & Country hit mailboxes when on site to clear fire hydrants. RPG maintenance to repair and cost will be deducted from Town & Country's final invoice.

Jody did research found in an abstract regarding an easement to the Town of Penfield that mentions sidewalks. Gave copy to Julie to forward to attorney.

The Board will address and possibly fine harassment behavior.

Homeowner's Concerns

- a. Complaint 66 DC bird feeders in tree and now on sidewalk
- b. Complaint 38 DC bird seed all over deck and ground
- c. Complaint trash/recycling being placed out too early
- d. Complaint 147 CL has 3 dogs who urinate in courtyard; RPG sent letter
- e. Complaint about snow removal at 3AM; Board approved work to be done whenever it reaches the requirements
- f. Neighbor dispute on CL; RPG sent letter for harassment violation; not HOA or RPG area of involvement. Neighbors to address between themselves -
- g. Complaint Buffalo Bills blowup on front stoop, up for and removed after Superbowl

Variances

158 CL – New deck and railing – approved 2/2/26

55 CP – Garage Door replacement – approved 2/12/26

19 CL – Install camera – approved 2/16/26

Meeting adjourned 4:11 pm