

**Tomahawk Creek HOA Meeting  
October 19, 2006**

**6:00 PM  
Board Members' Meeting  
TC Clubhouse**

**Participants:** Cynthia Selder, John Clock, John McKelvey, Chris Sanders, Gayle Voyles, and Linda South.

The meeting was called to order promptly at 6:00 PM.

**Discussion Topics:**

- **Treasurer's Board Position Needing to be Filled in the Near Future:** Linda South started the meeting by sharing with the management company representatives and board members that Chris Sanders will be stepping down for 2007 due to Chris going back to school and having too full of a schedule. The board supported Chris' decision to resign in the near future, and discussed the need for a board position replacement. Chris agreed to stay on until the board can find a replacement; hoping to find someone by January 1, 2007. Linda South suggested possibly approaching Judy Brewster who currently serves on the Covenants Committee.
- **Architectural Standards Committee:** John McKelvey's wife (Carolyn) is ready to come on board, if Cynthia will be the ex-officio chair, in the short run. Ed Reitz will come on the committee after his work on the nominating committee is completed. The board approved the plan introduced by President, Linda South.
- **Bids for Lighted Flag Pole** – Follow-up discussion and clarification regarding the \$1,400 bid being for the heavy duty larger pole. John shared that he put it in the budget for next year. The board also discussed budget revisions ; Chris made a motion to approve the heavy duty pole at \$1,400. The motion was unanimously approved, but it was stated that when the purchase would be made would be determined later, after the budget review meeting which would be scheduled for the following week.
- **Window Washing** – Clarification regarding the bid Cynthia was asked to get: window washing company and their bid for homeowners wanting to work together to schedule the work in order to get a group rate. Cynthia stated that the \$276 she reported was a bid for cleaning the clubhouse windows. She then added, that Bill has supplies and the ability to clean the clubhouse windows. The board decided that it would be best to have Bill handle window washing of clubhouse windows. John Clock asked if the company she had received a bid from (for homeowners' window cleaning) had a certificate of insurance. Cynthia wasn't sure, but agreed to find out. She received another bid from Rigdon (\$450) for cleaning inside and outside of all clubhouse windows.

- Camera and snowblower have both been purchased, as previously approved by board members, via e-mails between the September and October meetings.
- Rental agreements handout from the City of Leawood. Cynthia reported that we currently have 40 rental units. Cynthia is handling getting a copy of all related leases and getting homeowners to file for their license. Linda asked Cynthia to report back on this topic at next month's meeting.
- **Revolving CDs** – John Clock mentioned Heartland has 12 month CDs at 5.44; John believes it would be wise to take another \$25,000 out. John McKelvey made a motion to have John handle getting the CD at Heartland, Chris Sanders seconded the motion and the motion was approved.
- **October 26<sup>th</sup>** – Our \$25,000 CD will mature. Should we move it, or to roll it over, unless John can find a better rate for a 6 month CD? The board agreed that this is the best action for the management company to take regarding HOA investments.
- **Cleaning of Lights at Front Doors** – completed buildings 1 – 10; should finish next week. Bill was pulled off the task in order to pull shrubs this week.
- **Special assessment** – last day to pay is November 15<sup>th</sup>. We are just under \$17,000 left to be paid. Linda would like to have this topic mentioned as a reminder for homeowners this evening during the open meeting. Cynthia may also post a reminder flyer on the door to the mailroom. The board had previously discussed working with those who have not paid by December 1<sup>st</sup>; therefore, Cynthia will call individuals who missed the deadline, before assessing a penalty.
- **Painting Update Report, along with wheel dip updates will be given during the open meeting.**
- **Did we get a report on the landscaping projects?** John stated he has been less than pleased with Signature's work this year. John has obtained bids from other companies. The best bid came from Epic and they want to spend twice as much on mulch. If we add tax and money for fall flowers, and grub treatments, along with three sprinkler run-throughs for the season. Epic's bid came in at \$78,825 (with twice as much mulch) and would be able to also provide snow removal. Signature's bid is for \$79,005. Hermeys, Constant Care, Rock Creek, and one more, but John Clock believes Epic is the best deal and he's worked with the company previously and feels they would do a good job.
- **We need to sign a contract with a company for snow removal.** Snowmen's bid came in at \$2,600, (? Typo?) Marx Brothers at \$3550, Epic wants \$3,450, while Hermeys wants \$4,700. Snow event is identified as 2-4 inches of snow--plow driveways, roads, and shovel sidewalks. If more than 4 inches, the cost is

- 50% more. If we hire snowmen, we'd need to give seven days notice if we decided to cancel the agreement. Chris likes the idea of the same company handling landscaping and snow removal. John McKelvey supported Chris' idea of having the same company handle both landscaping and snow removal. John Clock said it is pretty much impossible to have snow removal of this type of property without doing some damage. The price difference between Epic and Snowmen's bids is significant. Snowmen's has been in business for 12 years, appears to be well organized, when John Clock and Cynthia spoke with him. Chris again stressed the value of going with Epic, but said we could let Snowmen do the snow removal this year, and have Epic do the landscaping. John McKelvey made a motion to approve Snowmen's contract for snow removal, Chris seconded the motion, and the board unanimously approved the decision.
- **Shrub Replacement Project** John said we are about to spend \$10,000 on shrubs; John sent the bid (minus the prices) to Epic to have the ability to compare prices. Epic will get their numbers in Tuesday. The board will vote via e-mail, after seeing the bid.
  - Cynthia brought up two things:
    - Towing report – can do monthly as of November 1<sup>st</sup>
    - Painting of the Curbs – yellow paint is \$15 a gallon and red paint is \$24 a gallon. Bill said he'd need two gallons per parking areas. Linda asked if the city has a “selected” color to indicate no parking/assigned parking? Cynthia stated she would check it out.
  - Greg Lane lawsuit has been filed.
  - **Website** – Chris Sanders has been doing some research.
  - **Patio extensions** – with red cement blocks; 15 A used small grey stones as an extension. Clarification was given that just because the architectural committee approved red cement blocks for extension, it would have required board approval. It was never brought to the HOA board.

**Budget** – John was conservative with income and aggressive with expenses. He subtracted 2% of income to handle anticipated delinquencies. Maintenance income may be greater than the proposed budget amount, but John used his best judgment while creating the 2007 budget.

John created a legend for the exceptions ; by-laws need to be approved by attorney – budgeted for \$3,000 for February. 2 - \$2,000 copies of the by-laws' expense; 3 – flag pole; 4 – replace of the hostas out front - \$4,500. 5 (\$1200 / party = \$4,800), 6 ( fountain contract - \$1,000 to remove the algae), 7 is for the compactor door to be built (\$1,625), 8 Terminex fee to lifetime warrenty, (\$3,4420), and items 9 and 10, \$6,000 for bush replacement.

- 1 – page 3 gutter cleaning \$6,100
- 2 – painting and decorating clubhouse \$1,000
- 3 – signage for the pool, \$500
- 4- remove mulch and add rock for the pool, \$8,000
- 5 – shutters for buildings, \$1,000
- 6- test backflows, \$1,300
- 7 – test fire safety system, \$2,200

Electricity increases projected at 10%, water 8%, and telephone 5%.

Wheeldips (if rest of property ) \$50,000 and \$25,000 for seal coating – completing project

3 – paint the pool \$9,500

4 – add 31 building signs \$ 2,500

5 – \$3,000 to paint exterior fence of building 18

6 - \$3,000, paint exterior fence of building 6

30, 30, and 12 – remainder of painting of buildings \$72,000 + \$3,000 and \$3,000 for two more fences (?)

-81, 819 Without a dues increase (Maybe only do 1/3 of wheel-dips) Shift some projects to 2008.

We need to either trim the budget or take some funds out of reserve

\$500,000 is a good reserve(for this type of property; \$275,000 is current reserve)

2008 and 2009 we can tackle big projects that dredging pond – Linda South would still like to get the construction company building around our property to help pay for some of the pond dredging

Raintree – takes care of pond – serious erosion around the pond itself; we are probably our worst enemies.

John Clock asked board members to review the proposed budget and e-mail him any concerns. Linda asked the board to suggest dates to meet within the next two weeks to discuss the proposed budget, so the budget could get out to homeowners in the near future.

---

**October 19, 2006**

**Tomahawk Creek Open Board Meeting**

About 10 homeowners attended the meeting.

The meeting was called to order at 7:06 by Board President, Linda South.

Other board members were introduced and Linda welcomed John McKelvey, the new HOA board member.

Linda South then asked the TC secretary to read the minutes of the September meeting. They were read and Linda asked if there were any corrections.

A homeowner responded about the need for storm/screen doors on the front doors, another homeowner shared that he believes most homeowners wanted them.

Board President: Is there a motion to approve the minutes as they were read?  
A homeowner made the motion, it was seconded, and unanimously approved.

Budget: Year to date, income was \$50,250 more than anticipated primarily due to the \$32,337 collected for the special assessment for termites. Expenses were \$1,911 under budget; service contract \$154 under budget. Repairs and maintenance were overbudget primarily due to paying Bordner Roofing \$6,875 to repair leaks in nine homes. Utilities expenses were \$1,573 over budget, due to water.  
Year-to-date, we are \$8,187 under budget.

Nonoperating budget – Expenses were \$2,527 over budget as we paid \$50,660 to The Painting Division.

In summary, Total Expenses year-to-date were \$95,695 less than anticipated and Net Income, year-to-date was \$145,945 more than anticipated.

### **Committee Reports**

**Covenants Committee** – We haven't been meeting until we hear back from the attorney. Is there a timeline for his response? Linda South said, "No".

**Landscape Committee** –No report was given.

**Social Committee** – You've seen the flyers for the Pet Parade to be held the Sunday afternoon before Halloween, and the Halloween Party on the 31<sup>st</sup>. One homeowner shared enthusiasm for the Pet Parade.

**Architectural Committee** – Linda South announced that Carolyn McKelvey and Ed Reitz; along with co-chaired ex-officio – Cynthia Selder have agreed to form this needed committee. We now have a committee in place and are happy to report it.

**Property Management Report** – John Clock shared that the wheel dips/asphalt repairs started this week and the project seemed to be going smoothly. Time table – finish by end of next week/weather permitting. They will need to seal and paint stripes once they complete the asphalt work.

Bids for shrub replacement and one more bid from a contractor (on Tuesday) and hopefully start shrub replacement shortly after.

Painting will be done next week; weather permitting.  
They are supposed to paint railings, right? Yes, they have detail work to complete.

Are the painters taking care of the wood-rot? Yes, John explained that everything should be done by the end of next week.

Homeowner: Mission of the builder in the beginning was to build cheaply; are we replacing with higher grade materials as we go?

John Clock: Yes, and paint is guaranteed for six years. This was a bid that was accepted two years ago. We will have several years coming that we won't be having painting expenses. John also reported that the wood rot replacement is cedar and a high quality of paint.

John reported that a snow blower had been purchased for Bill to use around the Clubhouse when we don't get 2 inches of snow.

Homeowner: That will help move things along quicker, right?

Homeowner: Rest of Wheel dips – will they be completed next year?

John shared the expense and explained that the board will have to decide if would be best to complete the project next year's budget, or to spread it over two years. Cynthia explained that we have to work within our budget.

Another homeowner supported the current painting plan, reminding everyone we'll have three years to use painting funds on other projects.

President: Any other questions for John or Cynthia?

### **Old Business**

Termite assessment – Nov. 15<sup>th</sup> last day to pay; Cynthia will post reminders. We'd like to not have to access any penalties.

Flag pole – board has approved getting a lighted flag pole; we're not sure whether it will be installed this year, or next.

Linda asked if anyone had other old business to discuss.

**New Business** – Linda South reported that she had neglected to recognize the nominating committee and pointed out the two people present. The board election process is coming up in December. Nominating Committee reported that they have not received any resumes.

Nominating Committee member asked if they could go through the Tomahawk Creek Directory and call individuals in order to recruit board members.

Ed Reitz reminded everyone of the importance of people getting involved. Linda South said maybe people are happy with the ways things are going. Linda encouraged those in

attendance to send in their bios which need to be in by November 6. Linda encouraged those in attendance to visit with their neighbors and help get interested individuals to send in bios.

Maybe it would be a good idea to post a reminder in the mailroom. Let people know in advance that they may be getting a phone call from the nominating committee representative. Linda South said it would be ok to start with listed homeowners in our TC directory. Solicitation will begin. We have three seats available this year.

Last year; 5 spots open; top two with the most votes were given two- year terms, while the other board members were given one-year terms.

Homeowner Question: One-year term individuals- could they be voted to continue as a board member for a two year term? YES

After the election, five board members are elected; those individuals then decide which individuals will assume which role.

Ed Reitz suggested that the committee ask the remaining three if they are interested in continuing to serve and to consider submitting bios. ;

Homeowner Suggested: A first priority – this is their primary resident—they are most vested.

Who are the three that could run again?  
Steve, Gayle, and Melissa

In the future all terms will be for two years. John McKelvy is completing the year for a board member.

President: Contact nominating committee and/or Cynthia if you have individuals to nominate, or want to run.

Cynthia: Locks to the back door of the clubhouse and to the gate will be changed November 1<sup>st</sup>.

Another new item – The board signed a new contract for Snowmen as our snow removal company this season. They are located here in Leawood and will know to come whenever it snows 2 – 4inches. The snowblower that Bill will use around the clubhouse will be used whenever we get less than two inches of snow.

Homeowner – we have many pit marks in the sidewalks. Is there a way to avoid the ice melt?

John McKelvey mentioned that the contract says they use a product that does not “pit”. John Clock said we’ll have to work closely with the company and Bill. If no more snow

is in the forecast for several weeks – we shouldn't leave salt sitting on the sidewalk. When applied—if in big clumps it creates a problem. It is something we'll have to work with.

Homeowner: We can remove it—sweep the sidewalk by our front doors?

John: Be sure there won't be more snow melting and freezing.

President South asked if anyone had other issues, thanked everyone for attending, and adjourned the meeting at 7:48 PM.

Respectfully submitted,  
Gayle Voyles,  
TC Secretary