

**Highlands Rosedale Homeowner's Association No. Two Inc.**  
**Minutes of the Meeting of the Board of Directors**  
**December 11, 2013**

**Board Meeting – December 11, 2013**

Meeting was called to order at 3:00pm at the home of Tom Repp. Quorum was established.

**Attendees Present:**

Tom Repp – President  
Robert Berube – Vice President  
Paul Herzing – At Large  
Reon Onstine – Secretary

**Board Members Absent:**

Gerry Yake - Treasurer

**Proof of Notice of Meeting:**

- Proof of notice was provided by the email sent by Tom Repp to all association members.

**Approval of Minutes:**

- Motion by Reon Onstine to approve minutes from the October 22 meeting, seconded by Bob Berube.
- Unanimous approval

**Business:**

- **Approval of Expenditures –**
  - Liability and Workers Compensation Insurance for the HOA is due in January of 2014. Cost for 2014 is \$3,306.04. Motion made by Bob Berube to approve payment for insurance, seconded by Paul Herzing and unanimously approved.
  - Tree trimming of 37 oak trees and 136 queen palm trees behind the homes bordering the east wall by the athletic fields is required. Teal Lawn Inc submitted a bid of \$3,365 for the oak trees. The Oaks will require pruning every 4 years. Teal submitted a bid of \$1768 for a one time trimming of the queen palms. Motion made by Bob Berube to approve the Teal proposals for tree trimming in the amount of \$5,133. Motion seconded by Paul Herzing and unanimously approved.
  - Teal Lawn Inc has requested a 5% increase for landscape maintenance. This is their first request for increase since inception of the HD2 HOA a few years ago. The requested increase would be applicable to 2014 with no increase for 2015. The new cost is \$39,160 annually with monthly payments of \$3,263 (\$88.20 per lot). Motion made by Bob Berube to approve the new Teal Lawn proposal for years 2014 and 2015. Seconded by Reon Onstine and unanimously approved.
- **Irrigation System Repairs** – The Association has been historically paying for costs for irrigation systems repairs – primarily sprinkler head and riser repairs. \$822 has been expended year to date. It was agreed that a formal repair policy should be drafted to specifically identify what portions of homeowners' irrigation systems are homeowner responsibility and what is the

**Highlands Rosedale Homeowner's Association No. Two Inc.**  
**Minutes of the Meeting of the Board of Directors**  
**December 11, 2013**

responsibility of the Association. Tom Repp will draft and circulate a policy to the Board for review.

- **Mulch Application** – Confirmed that mulch application will occur in February after completion of the painting project.
- **Budgets** – Review was completed of the proposed 2014 budget. Motion made to approve. Motion seconded and approved unanimously.
- **Home Painting Update** – To date, (19) homes have been completed with 53<sup>rd</sup> Drive East complete and the painters now on 51<sup>st</sup> Terrace East. Target completion is early February. Updated schedules are regularly posted to the HD2 website.
- **Quarterly Dues** – Quarterly dues of \$450 will remain in effect for 2014.
- **Annual Meeting Planning** –
  - The Association annual meeting is confirmed to be held 3:00pm January 23, 2014 at the Rosedale Clubhouse. Rosedale will charge \$35 plus tax for the meeting room.
  - A review of the Annual Meeting agenda was completed
  - A proxy form has been drafted for submission by members who will be unable to attend the annual meeting. The proxy form and election ballots will be attachments to the Notice of Annual Meeting that will be sent by Tom Repp.
  - Two items are to be voted on at the annual meeting. One seat of the Board of Directors expires January 2014. An amendment to the HD2 By-laws will be voted on to move the annual meeting from November to January of each year. Ballots for these two items were reviewed.
- **Next Meeting Date:** To be scheduled.
- **Meeting adjourned at 4:15pm**



Reon R Onstine  
Secretary