

**HAWK'S NEST TOWN HOMES OWNERS ASSOCIATION  
ANNUAL MEETING OF THE HOMEOWNERS  
TUESDAY, APRIL 23, 2024 – 3:00 P.M.  
VIA ZOOM**

Kat called the meeting to order at 3:10 p.m.

Those present:

Max and Cheryl Lenker, Unit 1  
Shane Wharton, Unit 2  
Carl and Barb Zander, Unit 3  
Kelly Wilhelm, Unit 4  
Kat Loughan, Toad Property Management  
Brandon Cvilikas, Toad Property Management

Kat said notice of the meeting had been mailed approximately one month prior to the meeting and confirmed the meeting had a quorum with all four units represented.

Kat said Toad had met with Lallier Construction to refine the schedule for future roof snow removal. There had been problems during the Winter with roof and ground snow removal.

It was agreed to apply Gunny Gold (mulch) on the flower beds in Spring. Cheryl agreed to contact a landscaping company to review the irrigation system and provide a proposal for improvements.

Mike Keith of Complete Coverage had provided staining bids for the exterior of the building. Mike did not recommend any staining on the east side of the building. The work did not include entry doors and it was agreed the fascia board on the east side needed to be included. Cheryl made a motion to accept the Complete Coverage bid of \$12,165 for the south, north and west sides of the building and to add the fascia on the east side. Carl seconded the motion and it was unanimously approved.

Kat agreed to have the railings checked. Toad would work with the contractor to treat the staining on the stucco at the west side of the building. The front of the building received similar work in 2020 and was still looking good.

Concern was expressed about the depth of ice on the roof and the removal of the ice had caused some damage to the new roof. Lallier Construction had been responsive but it would be necessary to call Lallier on a regular basis as the ice dam was not visible from the ground. Max volunteered to coordinate the ice/snow removal from the small sections of roof with Toad and Lallier.

Prior to the meeting a draft 2024 Budget had been prepared based on a calendar year. Concern was expressed about the lack of snow removal on the ground during the Winter as ice had built up on walkways and the process had been better in earlier years. Snow

on front porches and walkways needed to be removed so concrete was clear. It was agreed to have a plan in place prior to the 2024/2025 Winter season.

Kat explained any increase in insurance premiums would not be known until June/July. Kat said the existing insurance company had not been easy to deal with and attempts would be made to find a new insurance carrier. Other associations had experienced significant increases in insurance premiums.

Kat said the draft 2024 Budget as presented included a dues increase of 33%. Capital improvements, such as the exterior staining, were not included in the Budget. Kat said the Reserve Account had approximately \$12,000 at the present time. Kat explained the 2024 Budget snow removal figures were based on an average expense over the past three years. In the past expenses in excess of Budget had been taken from Reserves and owners had paid a special assessment if necessary to reimburse the Reserve account.

After discussion Kelly made a motion for a special assessment of \$26,000 to reimburse the Reserve Account and for exterior staining - \$6,500 per unit. Cheryl seconded the motion and it was unanimously approved.

Carl made a motion to increase dues to \$1,200 per month, per unit. Cheryl seconded the motion and it was unanimously approved. The 2024 Budget was ratified.

Carl made a motion to keep officers the same for the current year. Cheryl seconded the motion and it was unanimously approved.

President	Kelly Wilhelm
Vice President	Cheryl Lenker
Secretary	Shane Wharton
Treasurer	Carl Zander

Lighting improvements, on a timer, were requested by the steps and walkways. Kat confirmed Toad would review options.

New metal signage was suggested. Cheryl agreed to research.

Units 2 and 4 confirmed water heaters had been replaced in those units.

The date for the 2025 annual meeting would be scheduled at the next meeting and attempts would be made to have owners present and not just on Zoom.

At 4:30 p.m. Carl made a motion to adjourn the meeting. Cheryl seconded the motion and it was unanimously approved.

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Prepared by Rob Harper  
Toad Property Management