



# BRIAR HILL

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## ESTATES

**Homeowners' Association**  
**Annual Meeting**  
September 27, 2018

# Welcome

- Fire Exits
- Comfort Facilities

## Rules:

- Group Participation/Idea Sharing
- Time Consideration
- Courteous Behavior
- Open Discussion
- Question and Answer Period Provided



# Meeting Agenda

- Welcome 3 min
- Comments - 7<sup>th</sup> District Magistrate Bob Dye 10 min
- President's Comments 3 min
- Board Activity Reports
  - Website/Media/Security 3 min
    - Vote on continuation of off-duty patrols
  - Code Enforcement 5 min
    - Feedback on Proactive Enforcement
  - Grounds/Maintenance 5 min
  - Financial Update
    - Vote on 2019 Dues 5 min
- Open Discussion/Resident Input 15 min
- Nomination/Election of 2018-19 Board 2 min
- Adjournment



# Current Board Membership

- |                    |                 |                                   |
|--------------------|-----------------|-----------------------------------|
| • President        | Ken Horn        | Term thru 2019                    |
| • Vice President   | Brian Powell    | Term thru 2019                    |
| • Secretary        | Stephen Foreman | Term expired /<br>up for election |
| • Code Enforcement | David Heyne     | Term expired /<br>Up for election |
| • Treasurer        | Steve Van Camp  | Term expired/<br>Leaving board    |
| • Maintenance      | Brett Cornell   | Term thru 2019                    |
| • At Large         | Sue Piotrowski  | Term thru 2019                    |



# **Magistrate's Remarks**

Bob Dye

electbobdye@yahoo.com



# **President's Remarks**



# President Remarks

## 2017-18 Board Focus & Accomplishments

- Volunteer resident organization focused on maintain/maximize home value and ensure BHE remains a desirable place to live.
- Achieved through enforcement of restrictions, collection of yearly dues, payment of services, maintenance of common areas, oversight of communications tools, etc.



# President Remarks

## 2017-18 Board Accomplishments

- Since the last annual meeting, board activities include:
  - Reduced late payment of dues to app 20 lots
  - Oversaw renovation of landscaping at both entrances
  - Oversaw completion of street light painting (Fall 2017)
  - Ongoing deed restriction resolution
  - Continued us monthly e-mail program, Facebook posts, nextdoor.com, Briar Hill Family (FB closed group) to inform residents





# President Remarks

## 2017-18 Board Incomplete Projects

- Renovation of subdivision's website
- Discussion with developer on Briar Hill Parkway / KY22 Entrance



# **Media / Communications**



# Media & Communications

## Website

- Existing website is no longer useable due to older software and user unfriendly interface.
- Oldham County based vendor has been identified to assist in rebuild of site to achieve:
  - More intuitive construction for updates
  - More mobile friendly design
  - Web-based editing interface with simple administrative login
  - Cost of design work and ongoing hosting/software updates more in line with BHE budget
- Goal to complete launch by 12/31/18



# Media & Communications

## Facebook Page

- Likes/follows have grown to 359 – have leveled off
- Monthly posts are boosted for app. \$10 per month to reach all likes and some of their FB friends
- Please “Like” and “Share” HOA posts to help with distribution.

## E-blast

- Board has collected 345 email addresses
- Mailchimp monthly e-blasts have app. 60% open rate
- Free e-blast software



# Media & Communications

## Other Social Media

- Receive daily nextdoor.com updates and have used for major announcements
- Member of Briar Hill Family closed Facebook group overseen by Lori Moss. Must request access through specific Facebook page.

## Resident Directory

- Updated and distributed via email – currently after dues payment cycle.



# **Radar Enforcement**



# Radars Enforcement

- Hiring of off-duty officers in sixth year
- Addresses on-going vehicle issues within BHE
- Increases visible police presence
- Historically, 2/3 of pullovers are BHE residents
- 95% of pullovers are speed limit or stop sign violations
- Investigating new vendor with better reporting capabilities and access to OCPD officers
- Program budgeted to continue in 2019.



# **Code Enforcement**

David Heyne





# Code Enforcement

- Most Changes to External Structure Must be Pre-Approved by HOA Board.
  - Swimming Pools, Fences, Tennis/Sports Courts, Additions, Out-Buildings, Playgrounds, Patios, Major Landscaping.
  - Application Form Can be Downloaded from Website or Requested by E-mail
  - Approval Time: Typically within 7 Days After All Necessary Information is provided.
  - Construction Must be Completed within 12 months
- **2017-18 Activity:** 16 applications – 3 decks, 3 sheds, 2 pools, 2 fences, 2 garages, porch, sports court, solar panel installation, landscaping/grading



# Code Enforcement

- Enforcement Process Starts with **Homeowners** Submitting Complaint Form
  - Commercial Activities, Recreational Vehicles / RV / Boat Parking, Animals / Livestock, Noxious / Offensive Conditions, Lot Maintenance, Off-Road Vehicles / Non-licensed Vehicles, etc.
  - Complaint Form Can be Filled Out and Submitted via Website or by email to [board@briarhillestatesky.com](mailto:board@briarhillestatesky.com). Information Is Relayed Directly to HOA Board Members.
  - Initial Response Back to Submitter Within 2-3 Days followed by investigation of complaint by the Board
  - Resolution May Take Time.



# Code Enforcement

- Enforcement Process Starts with **Homeowners** Submitting Complaint Form
  - Enforcement Information is Kept Confidential.
  - Amicable Settlement Is Primary Path.
  - Legal Recourse is Last Resort.(Fines / Liens / Developer)
- **2017-18 Activity:** 4 Complaints including 0 Written Notices. All four complaints resolved informally through email / phone call.



# Code Enforcement

- **FOR DISCUSSION** – More proactive enforcement of deeds
  - Monthly or bi-monthly survey of subdivision by foot or car.
  - Noticeable violations for street such as:
    - Trailer/service vehicles on property
    - “Curb appeal” issues such as overgrown beds, dead trees, etc.
    - Unrepaired wear-and-tear due to age or damage
    - Home or lot improvements without proper approval



# **Maintenance & Landscaping**



# Maintenance & Landscaping

- Fall 2017 renovation of both entrances completed
- Irrigation system updated and replaced
- Monthly maintenance contract in line with ala carte strategy employed before 2018
- Increased holiday décor budget
- Contract with vendor – Zeppa’s – is expected to be renewed at similar budget level for 2019



# **Financial Update**



# 2018 Budget to Actual Thru 8/31/2018

	Actual Total - August YTD	<i>Forecast</i> <i>Last Four Months</i>	Expected 2018	Budget 2018
<b>Income</b>				
<b>HOA Dues Income</b>	54,900.00	0.00	54,900.00	54,900.00
<b>Late Fee Income</b>	175.00	0.00	175.00	100.00
<b>Unapplied Cash Payment Income</b>	-40.00	0.00	-40.00	
<b>Total Income</b>	<b>\$ 55,035.00</b>	<b>\$0.00</b>	<b>\$55,035.00</b>	<b>\$55,000.00</b>
<b>Expenses</b>				
<b>Insurance</b>	1,912.52	0.00	1,912.52	2,000.00
<b>Lawn &amp; Garden</b>	11,041.75	3,100.00	14,141.75	15,000.00
<b>Police Patrol</b>	3,500.00	3,000.00	6,500.00	8,500.00
<b>General and Admin Expenses</b>	443.62	500.00	943.62	1,850.00
<b>Utilities</b>	10,767.66	6,084.00	16,851.66	17,000.00
<b>Website</b>	0.00	1,000.00	1,000.00	1,000.00
<b>Welcome Committee</b>	0.00	0.00	350.00	350.00
<b>Total Operating Expenses</b>	<b>27,665.55</b>	<b>13,684.00</b>	<b>\$41,699.55</b>	<b>\$45,700.00</b>
<b>Capital Improvements</b>	\$ 0.00	\$0.00	\$0.00	\$0.00
<b>Surplus / (Shortage)</b>	<b>\$27,369.45</b>	<b>(13,684.00)</b>	<b>\$13,335.45</b>	<b>\$9,300.00</b>



# 2018 Cash Basis Statement

	<u>Total</u>
<b><i>OPERATING ACTIVITIES:</i></b>	
Net cash provided by operating activities	<b>\$27,369.45</b>
Cash at beginning of period – 1/1/8	<u>35,626.14</u>
Cash at end of period - 8/31/17	<b>\$62,995.59</b>
Expense Forecast September - December	\$13,684.00
<b>Expected Cash at 12/31/18</b>	<b>\$49,311.59</b>



# 2019 Proposed Budget

	Budget 2018
<b>Income</b>	
HOA Dues Income (367 lots x \$125)	45,875.00
Late Fee Income	200.00
<b>Total Income</b>	<b>\$ 46,075.00</b>
<b>Expenses</b>	
Insurance	2,000.00
Lawn & Garden	15,000.00
Police Patrol	7,500.00
General and Admin Expenses	1,850.00
Utilities	17,000.00
Website	1,000.00
Welcome Committee	350.00
<b>Total Operating Expenses</b>	<b>\$44,700.00</b>
<b>Capital Improvements</b>	<b>\$ 0.00</b>
<b>Surplus</b>	<b>\$ 1,375.00</b>

# 2019 Dues

- **Proposed reduction of dues from \$150 to \$125 per lot for 2019.**
- **2018 dues increase combined with savings from Sept - Dec. 2017 allowed cash reserves to be replenished to equivalent of 12-18 months of operating expenses.**



# **Resident Discussion & Questions**



# **Nomination / Election of 2019 Board**

- Board assignments will be made at first board meeting in October.
- Nomination of Meredith Hamilton for election to board position with term expiring 2020
- Nomination of David Heyne / Stephen Foreman for election to new terms expiring 2020.
- Approval to engage Steve Van Camp as a non-voting treasurer and waive dues to 2019 if necessary





**BRIAR HILL**  
**ESTATES**

**Thank You**