Perry Lake Estates Neighborhood Association Annual Meeting Minutes

Date: February 2, 2026

Time: 6:00 PM - 7:03 PM

Board Members in attendance: Keith Nelson, Allen Brouwer, Matthew Tappy, Jeff Tappy, Curtis Metz, Andy Barnes + Sandra Montes Musi from Above and Beyond

1. **Call to Order & Board Introductions**

- The meeting was called to order by Keith Nelson, Vice President of the Board.
  - Keith welcomed all attendees and asked the board members to introduce themselves:
    - Keith Nelson – Vice President, Lake Hill Court
    - Alan Brower – Board Member, Worthington Drive
    - Andy Barnes – Board Member, Galloway Cove
    - Curtis Metz – Treasurer, Worthington Drive
    - Matt Tappy – Maintenance Chair, Worthington Drive
    - Jeff Tappy – Architectural, Galloway Cove
    - Darcy Coney – Social, Perry Lake Court (Not present)

2. **Treasurer's Report & 2026 Budget** – Curtis Metz, Treasurer

- **Budget Approach**
  - The Board's goal is to avoid raising dues and avoid special assessments by managing and reducing expenses where possible.
  - 2026 Budget Total: $108,700 / This is consistent with prior years.
- **Income & Collections**
  - Collection performance is very strong. Only one significant delinquency was reported.
  - ***No change in annual dues is proposed.***
- **Major Expense Categories**
  - Maintenance remains the largest expense, including landscaping and mowing, pond maintenance and snow removal.
  - Administrative costs are significantly lower than in prior years due to the transition from Newcomb Group to ABC management.
- **Financial Performance**
  - 2024: The association operated at an approximate $18,000 deficit.
  - 2025: The association finished approximately $8,000 positive.
    - $5,000 of this was transferred into savings.
  - Curtis highlighted this as a positive trend and a move toward stronger reserves.
- **Capital Planning & Savings (2026)**
  - Planned set-asides for 2026:

        - Bridges: $4,000 allocated for repair/replacement work on bridges at: Galloway Cove + Eli Ridge Pass
            - This is a worst-case rough estimate; final cost will depend on bids and county response.
        - Common Area Tree Removal:
            - $2,000 allocated to fully remove a large dead/downed tree in a common area (currently off the path but still present).
        - Capital Improvements (Total): $6,000 for bridges + tree removal.
        - Savings Contribution: An additional $5K will be placed into savings in 2026.
        - After all allocations, the 2026 budget is projected to end slightly positive (~$845).

3. **Budget Discussion – Q&A**

- **Bridges**
    - Two pedestrian bridges are deteriorating - one far more than the other.
        - Eli Ridge bridge – will be sanded, scraped, and repainted.
        - Galloway Cove bridge – wood is extensively rotted and will likely need complete replacement.
            - Responsibility: The county originally built at least one of these structures but currently claims no maintenance responsibility.
            - The Board has successfully pushed the county to replace another bridge in the past and will continue to advocate for county help.
        - Timing: Work to be addressed once weather warms up.
- **Landscaping & Mowing Boundaries**
    - A resident asked whether the mowing contractor is reviewed to ensure only common areas are mowed.
        - Contractor Raj (Common Grounds) has served the neighborhood for years and uses GIS maps to follow property lines.
        - There was a recent case of a homeowner dumping debris into common area where they believed it was still their property.
    - Action: Maintenance Chair Matt Tappy will review mowing practices and boundaries with Raj to reconfirm they are only mowing common areas.
- **Snow Removal & Salting**
    - Plowing trigger: 2 inches of snow. Salting: Charged separately from plowing.
    - Typically entrances are salted when slippery. Main intersections can be salted for an additional fee.
        - Plowing entire neighborhood: ~$1,500 per event.
        - Salting entrances: ~$150 per application.
        - Salting main intersections (if added): ~$150 more.
    - Residents are encouraged to notify ABC management or the Board if entrances are slippery, especially when board members may be away. The county North Garage can also be contacted, as sometimes the County will salt neighborhoods.
- **Landscaping Costs & Frequency**
    - What's included beyond mowing:
        - Bed maintenance and mulching, weed control and fertilization, clearing ditch lines and tree lines along major roads.
        - Dry periods was raised as a concern:
            - The contractor does not mow "just to bill."
            - In prior years, Matt inspected conditions and deferred mowing by a week when grass did not need cutting.

        - Costs have risen over the last several years due to fuel prices and labor costs, but have begun to stabilize.

4. Maintenance Committee Report + Budget – Matthew Tappy

- **Routine Responsibilities**
    - Lawn mowing and trimming of all common areas, snow removal in accordance with the 2-inch trigger, maintenance and treatment of the neighborhood's seven ponds.

- **Major 2025 Maintenance Activities & Cost Savings**
    - The Board emphasized that members have put in significant "sweat equity" to reduce costs:
        - Fence Repairs (Coldwater Road):
        - Multiple fence panels were damaged by storms.
        - Contractor bids were in the $2,500–$2,800 range per small set of panels.
        - Matt (and later Matt with Jeff) rebuilt and rehung panels themselves, using approximately $150 in reimbursed materials for one project and saving $thousands.
        - Where feasible, some smaller trees (e.g., a dead spruce on Spencer Cove) were removed directly by Matt at no cost.
        - Two long-fallen panels between Perry Lake and Falcon Creek were removed and disposed of by Matt using his own truck.

- **2025 Storm Damage – Trees and Limbs:**
    - Storms caused additional tree and limb damage in common areas, requiring professional removal at about $2,400 unbudgeted expense.
    - Where feasible, some smaller trees (e.g., a dead spruce on Spencer Cove) were removed directly by Matt at no cost.

- **2025 Misc maintenance expenses**
    - Along the Auburn Rd treeline, volunteers growing through arborvitae were cut & stumps treated by Raj for about $400, preventing long-term damage.
    - Arborvitae & Spruce Tree Removal (Coldwater Entrance) ~$500.
    - Two dead spruce trees removed for ~$100 each.
    - Pond Fountain Repair (Callison Court) - A fountain was repaired for $469.
    - No-Trespassing/No-Fishing Sign installed by Matt ($33) to protect grass carp.
    - Streetlight Bulbs & Sensors:
        - Streetlights are repaired as issues are reported/needed.
        - Failing sodium bulbs are replaced with LEDs to reduce power consumption; Northeastern REMC is then notified to adjust the billing.
    - Illegal Brush Dumping:
        - A large illegal brush pile in a common area would have cost at least $1,000 to have removed professionally. Board members removed approximately five full pickup loads themselves.
        - The pile has begun to re-form, indicating continued dumping - will monitor.
- **Christmas Decorations:**
    - The Board chose not to renew the professional contract for hanging Christmas lights. Board members hung decorations themselves to save money.
- **Ponds & Aeration Systems**
    - The HOA manages *seven* ponds:

        - Only Linville Pond is spring-fed. The other ponds are retention basins for stormwater and basement protection. Several ponds are connected by underground piping, forming a part of the drainage system.
    - Aeration systems: Older sunken bubbler systems do not control algae as effectively as surface aerators, according to Jones Fish.
    - When older systems fail, the HOA intends to replace them with surface aeration units, though these are more expensive.
    - The $21,000 pond line item for 2026 is primarily for ongoing maintenance and treatments, not new aeration systems.
    - In prior years (particularly 2024), a large draw from savings funded installation of aerators in ponds that previously had none.

- **Future Maintenance Considerations**
    - Street Sign Refresh: Many signs show algae staining and age; replacements are expensive, so this is a potential future project, not currently budgeted.
    - Mailbox Structures: A mailbox structure on Vanderbilt that was heavily damaged this winter - will be covered by insurance.
    - Repeated vehicle impacts have damaged pole and sign on Perry Lake:
        - Two-sided street sign assemblies cost around $1,000 each (sign + bracket).
        - The Perry Lake Drive sign will not be replaced at this time to avoid that cost.

5. Approval of 2026 Budget

- A motion was made to approve the 2026 budget totaling $108,700, including Operating expenses, $6K in capital set-asides (bridges and common-area tree removal) and $5K contribution to savings.
    - The motion was seconded by another board member.
    - The motion to approve the 2026 budget was approved.
        - No objections were recorded.

6. Architectural Committee Report – Jeff Tappy

- Scope of Review
    - The Architectural Committee must review and approve all exterior changes, including:
        - Landscaping changes and major plantings, Fences, Concrete and sidewalk work, Exterior painting, Roof, siding, and window replacements, Swimming pools, sheds, playground equipment, Room additions/garage expansions.
- 2025 Activity
    - 9 formal requests were submitted and all 9 were approved.
    - 1 informal/“soft” request regarding metal roofing:
        - Initially denied due to insufficient information. Committee sought additional education from roofing companies on metal systems.
        - The homeowner did not re-submit a formal request afterward.
- Style & Character Standards
    - The committee is guided by covenant language requiring that homes remain of similar style and character to others in the neighborhood. Examples:
        - Unconventional colors (e.g., bright pink) or unusual roof types may be denied if there is no precedent and they do not fit the neighborhood’s overall look.
        - Some types of metal shingles were noted as looking out of character.

7. Communication – Andy Barnes

- The Board has worked to improve communication and transparency.
    - Utilize social media and newsletters to keep residents informed.
    - Enewsletter via Mailchimp
        - Average Open rate of over 35% (this is good)
        - Encouraged residents not receiving emails to reach out, or use the link via Facebook to sign up
    - Annual Meeting minutes will be posted on the ABC Perry Lake webpage

8. Social Committee – On behalf of Darcy Coney

- Christmas (Santa), Fall social, Halloween contest/food trucks, and 4th of July events were highlighted
- Neighborhood adult social in March announced (Facebook announcement + Newsletter)

9. Retention/Election of Board Members for 2026

- All current board members indicated their willingness to continue serving.
- A motion was made to retain all current board members for the 2026 term.
    - The motion was seconded by another board member.
    - The motion to approve the 2026 budget was approved.
        - No objections were recorded.
- All current board members will continue in 2026.

10. Open Forum Highlights

- Potential re-introduction of rental restrictions after failed vote:
    - Concerns about the legal cost and need for strong community support.
    - Encouraged concerned residents to reach out to ABC
- Neighborhood standards:
    - Grass clippings being blown into ponds or onto common areas.
    - Concerns about speeding and winter driving leading to damage of HOA property (signs, mailboxes, poles, hydrants).
- Trailers parked and vehicles parked on streets, including during snow events.
- Grass clippings and yard waste blown into the ponds.
- The Architectural Committee and Board are exploring some standard variances (e.g., for certain metal fences) to streamline approvals while maintaining covenant standards.
- Feedback on landscaping contractor practices:
    - Concerns that mowing can blow grass into mulch beds, obscuring mulch, which the Board and maintenance will review with the contractor.

11. Action Items

- Implement and monitor the 2026 budget as approved - Curtis Metz (Treasurer) and the Board.
    - Maintain dues at current level and avoid special assessments by managing expenses.
    - Ensure transfers of $5,000 to savings and $6,000 to capital projects.
- Mowing Boundaries & Practices - Matthew Tappy (Maintenance).
    - Review mowing maps and on-the-ground boundaries with Raj (Common Grounds).
    - Confirm that only common areas are being mowed.
- Bridges – County Coordination and Repairs - Matthew Tappy (Maintenance).

- Followup with county officials to seek county responsibility or assistance for the deteriorated bridges at Galloway Cove and Eli Ridge Pass (based on past success).
- If the county declines, seek bids and schedule repair/rebuild work once weather permits, using the allocated $4,000 as a working budget.

Adjourned: 7:03PM

Next Board Meeting: February 14, 2026

Respectfully submitted,

Andy Barnes

Attendance:
David Tappy-present
Matthew Tappy-present
Allen Brouwer-present
Andrew Barnes-present
Keith Nelson-present
Curtis Metz-present
Thomas Studt-present
Glen Griffiths-present
William Kautz-present
Douglas Booth-present
Rick Trego-present
Thomas Bauswma-present
Norman Hansen-present
Mark Porch-present
David Miller-present
Lilyana Odisho-present
Wayne Roseliu-present
Richard Howard-present
Nathan Hammond-present
Jesse Rios-present
Bruce Karr-present
David Wilkins-present
Daniel Palmer-present
Pete Fosnough-present
Ryan Rutherford-proxy
Linda Poynter-proxy
Debra Ponsot-proxy
Seth Allen-proxy
W.J Fredericks-proxy
Mark Berning-proxy
Melisa Jackson-proxy
Jerome Kuhrman-proxy