

**University Park Subdivision
 Subdivision Meeting
 Episcopal Church of the Holy Communion
 October 17, 2023**

**Trustees present: 2 - Mike Gillespie (Chair) & Kellie McCoy
 # Residents present: 7**

6pm - Call to Order

Approval of last Meeting Minutes. August minutes were previously approved by consensus. There was no meeting in September.

Presentation of Reports

Financial

Month Ending	30 Sep 2023	
% Year Complete	75.0%	
BOM Assets (Cash in Bank)	\$ 508,235.13	
Income this Month	\$ 12,108.34	
Expenses this Month		
Admin	\$ (3,151.26)	includes reimbursements
Utilities	\$ (44.84)	
Trees	(3,712.50)	
Streets	\$ (6,550.00)	Potholes
Sidewalks	\$ -	
Grounds	\$ (446.25)	Lawn Care
Snow	\$ -	
Insurance/Taxes	\$ -	
TOTAL Expenses	\$ (13,904.85)	
Cash Flow this Month	\$ (1,796.51)	
EOM Total Assets (Cash in Bank)	\$ 506,438.62	

Total Delinquent Assessments + Fees	\$ 173,605.45	
Change since 1 JAN	\$ 26,188.26	

Trees/Lawn Care. Routine maintenance ongoing. YTD costs for scheduled and unscheduled tree care is ~\$60k.

Capital Improvements.

- **Streets.** Street construction for 2023 is complete. Full reconstruction of sections of 7300 Princeton, 7300 Cornell, and 7100 Princeton identified as “failed” on the 2022 H&S Assessment cost \$278k (about \$8k over budget). A multi-year plan is being developed to address other streets. **The scope of work for 2024 will be confirmed after consultation with our engineering firm.** Next call with H&S is 19 Oct.
- **Drainage/Pooling.** There are numerous areas the Trustees are tracking that are considered POOR for drainage. These areas include 7100 block of Dartmouth, 7100 block of Stanford, 7100 Amherst (west of Varsity Walk, north side), 7200 block of Princeton. The trustees will discuss with the subdivision’s engineering firm.
- **Sidewalks.** 2023 sidewalk repairs have been delayed numerous times due to contractor issues. We still expect this project to be completed by the end of October. **Sidewalk sections scheduled for repair this year are marked with GREEN painted arrows.** The budget for 2023 sidewalk projects is ~\$15,000.
- **Street/Sidewalk Funding.** *Motion to approve \$3/ft special assessment increase in 2024 and a standard payment plan of 50% by 1 April, 50% by 1 July. This is the first part of a planned multi-phase increase to bring assessments in line with current costs of regular operations (tree maintenance, snow removal, etc) and street/sidewalk construction. The current Trustees plan an additional 30-50% increase of the special assessment in 2025 but will reassess the subdivision’s needs next year before approving the additional increase. After 2025, the current Trustees plan incremental increases in subsequent years as needed to keep up with inflation. Motion was discussed and tabled for trustee vote until after the 19 Oct planning call with the engineering firm (H&S).*

Admin.

- **Late Notices.** Have gone out for 2023. ~15% of 2023 assessments are past due.

- **Tax Exemption.** Trustees are reviewing our federal and state tax exemptions and re-establishing our tax-exempt status with the County. This will eliminate the property taxes for the maintenance garage lot.
- **Website.** New website will go live by end of year.
- **Communication.** A team of volunteers is working on a communication plan to notify homeowners of the 2024 assessment increase and educate residents about what projects the assessments have funded (ie, street repairs).

Other. Street deterioration at Stanford & Pennsylvania. Trustees are working with U City and our Councilmember to determine the cause and plan to repair. No further updates at this time.

Volunteer Opportunities

- **Trustee candidate.** Trustee elections are in April each year. **There will be at least one position open in April 2024.** The primary responsibility for the incoming Trustee will be to manage the Tree Maintenance budget and coordinate tree maintenance with the contractor. Please email trustees@universityparksubdivision.com if you have any questions or are considering volunteering as a Trustee.

New Business.

- **Sidewalk Capital Planning.** Ms. Allie Allmon expressed concern over the general condition of sidewalks. Recently, large sidewalk projects have not been feasible with our available financial resources. However, the Trustees do plan to create an improvement plan for the sidewalks similar to the one that is being drafted for the streets. Trustees will inquire with H&S about the cost of a comprehensive technical assessment of the sidewalks as a first step.
- **Sidewalk Color.** Ms. Anne Lewis will send the Trustees the previous sidewalk color standard for use in future projects.

Trustee Appreciation. The Trustees recognize Ms. Katie Wesselschmidt and her team (Ms. Maggie Fiock, Mr. Mark Lysyncski, Ms. Brittany Rana, and Mr. Brian Welch) for their review and feedback on the subdivision's long-term financial projections and their continued efforts to enhance communication with homeowners. The Trustees also recognize Ms. Anne Lewis and Ms. Allie Allmon for their continued support and their initiative to notify residents of street sweeping.

Meeting adjourned at 7:00 pm.