

**University Park Subdivision
 Monthly Meeting
 Episcopal Church of the Holy Communion
 May 21, 2024**

6pm - Call to Order

Roll Call. All trustees were present.

Approval of Agenda. Approved previously by consensus.

Approval of Minutes. N/A

Election of Trustee. Dan Davenport was elected to replace Katie Sprung whose term expired.

Presentation of Reports

- **Financial.**

Month Ending	30 Apr 2024	
% Year Complete	33%	
BOM Assets (Cash in Bank)	\$421,901	
Income this Month	\$36,733	81% of 2024 Assessments collected
Expenses this Month		
Admin	\$2,219	
Utilities	\$47	
Trees	\$13,815	
Streets & Sidewalks	\$3,275	Pothole patching
Grounds	\$0	
Snow	\$0	
Insurance/Taxes	\$0	
TOTAL Expenses	\$19,356	
Cash Flow this Month	\$17,377	
EOM Total Assets (Cash in Bank)	\$439,278	
Total Delinquent Assessments + Fees (>90 days past due)	\$223,805	
Delinquencies from Driveway Remove/Replace	\$165,012	74%

- **Trees/Forest Management**

- Spring Maintenance Survey completed in May
- Budget:

Budget

\$74,214

YTD (as of 15 May) spent	\$15,515
Scheduled (Maintenance)	\$35,157
Unscheduled (Owner Requests)	<u>\$ 4,571</u>
Total Spring	\$39,728
TOTAL (Spring + YTD)	\$55,243
<i>Contingency Remaining</i>	<i>\$18,971</i>

- Find "[the list](#)" on the website under Trees

- **Capital Improvements.**

- ❖ **Streets.** Project planning for the 2024 project is ongoing. See the [Capital Improvement plan](#) on the website for additional information. H&S contracted for 2024 project design and management. Contract cost: \$16,500.
- ❖ **Sidewalks.** H&S contracted to conduct a subdivision-wide assessment and improvement plan for sidewalks. The final report will be similar to the street assessments completed in 2015 and 2022. Contract cost: \$14,000.

Q&A. The trustees took various questions on the street projects, delinquent accounts, archived records, tree replacements, etc. (Two trustees were verifying ballots so there was no minute taker at this meeting)

Unfinished Business. N/A

New Business. N/A (the meeting room A/C was not working and no new business was considered)

Trustee Comments. The next meeting will be on June 18th at 6pm. The tentative location is Holy Communion Church, but we are looking at moving to the Library or another location with easier accessibility.

Adjournment. The meeting was adjourned at approx 6:55pm.