

MACINTOSH FARMS COMMUNITY ASSOCIATION

Annual Owners' Meeting
Thursday, April 22, 2021
6:00 PM
The MacIntosh Farms Red Barn

Agenda

- A. Call Meeting to Order
- B. Proof of Notice of Annual Meeting
- C. Reading of Preceding Minutes or Waiver Thereof
- D. Reports of Officers
- E. Nomination of Board Members
- F. Appointment of Inspectors of Election
- G. Election of Board Members
- H. Election Results
- I. Unfinished and/or Old Business
- J. New Business
- K. Adjournment

**MacINTOSH FARMS COMMUNITY ASSOCIATION
ANNUAL OWNERS' MEETING
February 13, 2020**

Call to Order: The meeting was called to order by President, Peggy DePalmo, at 6:02 p.m. at the Red Barn in MacIntosh Farms, Broadview Heights, Ohio. 12% of the voting interest was present either in person or by proxy. The Board was introduced to the attending members.

Proof of Notice: Nancy-Anne Wargo, Community Association Manager, stated that the notice of the Annual Meeting had been sent to all owners of record on January 6, 2020.

Minutes of the Previous Annual Meeting: The minutes of the previous Annual Meeting of the Association had been mailed with the notice. Nancy-Anne Wargo asked if there were any additions or corrections to those minutes.

Motion: A motion was made by Chris Loerch, seconded by Jill Mennell, to approve the minutes of the February 14, 2019 Annual Meeting as written. **Motion Carried.**

Reports of Officers: Len Wisniewski reported on the financial condition of the Association. The Association is in good health. A review was performed by Hobe & Lucas last year to confirm this and a review of 2019 has started. For those interested in viewing the entire financial review, it is posted on the website. The major Reserve Expenses were the storm water basins, new concrete steps at the Barn and re-surfacing the tennis (pickleball) court. The Reserve Study has been updated and will be uploaded to the website. The plans for 2020 include more work on the retention basins, replacement of another section of sidewalk and drainage remediation near the Barn. At December 31, 2019, the Operating account held \$34,533.64 and the Replacement Reserves had \$230,308.73.

Reports of Committees: There were no reports at this meeting.

Inspectors of Election: Nancy-Anne Wargo suggested we see if Inspectors will be needed.

Election of Board Members: The MacIntosh Farms Community Association Board is structured so that two members are from condominium associations; two members are from cluster associations and the remaining member is a single family home owner. This year, one condominium representative and one cluster association member have expiring terms. Therefore, only condominium owners will be voting for a condominium representative and the cluster owners for a cluster representative.

Nancy-Anne Wargo stated that the condominium representative whose term is up is Peg DePalmo. Peg agreed to run again. The cluster association representative with an expiring term is Mike Niemczura who also agreed to run again. The floor was then opened for nominations for one condominium representative and one cluster association representative. There were no further nominations received.

Motion: A motion was made by Deb Nixon, seconded by Ted Kolton, to close nominations.
Motion Carried.

Motion: A motion was made by Chris Loerch, seconded by Deb Nixon, to close nominations and have the Secretary cast a unanimous ballot for Peg DePalmo and Mike Niemczura for three year terms. **Motion Carried.**

Old Business: There was no old or unfinished business from the previous Annual Meeting.

MacIntosh Farms Community Association
Annual Meeting
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New Business: Jill Mennell walks the development and polices along the sidewalks. She has found a disturbing number of liquor bottles, not just beer bottles, being tossed from cars as they enter MacIntosh Farms at North MacIntosh. She is concerned about young people drinking and driving and believes that an article should be written for the next newsletter.

Adjournment: There being no further business to come before the membership, a motion to adjourn was made by Jill Mennell, seconded by Ted Kolton, at 6:45 p.m.

Respectfully submitted,

Approved for the Board by,

Mike Niemczura, Secretary

Peggy DePalmo, President

MacIntosh Farms Community Association, Inc.
Annual Meeting Report
April 22, 2021

	<u>2020 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
REVENUES			
Maintenance Fees	\$444,264.65	\$448,800.00	\$505,440.00
Clubhouse Rentals	(375.00)	12,000.00	3,000.00
Late Fees & Fines	1,060.00	1,000.00	500.00
Interest Income - Checking	34.38	50.00	50.00
Miscellaneous Income	406.32	250.00	150.00
Total Revenues	\$445,390.35	\$462,100.00	\$509,140.00
EXPENSES			
Professional Fees			
Management Services	67,326.00	67,320.00	67,392.00
Insurance & Fidelity Bonds	12,408.34	13,500.00	13,000.00
Legal Fees	4,618.50	2,500.00	2,500.00
Legal Reimbursements	(3,360.18)	0.00	0.00
Accounting Fees	1,900.00	1,800.00	2,000.00
Total	\$82,892.66	\$85,120.00	\$84,892.00
Property Maintenance			
Buildings	2,148.98	10,000.00	5,000.00
Pools	18,353.66	20,000.00	20,000.00
Stormwater Basins	7,538.60	6,000.00	6,000.00
Basin Mechanicals	0.00	0.00	2,000.00
Entrances	12,182.40	15,000.00	10,000.00
Walking Paths	0.00	5,000.00	2,500.00
Grounds	1,214.64	5,000.00	5,000.00
Trees	9,206.57	7,500.00	10,000.00
Fencing	125.00	3,000.00	10,000.00
Signage	405.00	1,000.00	1,000.00
Street Lights	6,593.08	5,000.00	5,000.00
Up Lights	372.00	500.00	500.00
Irrigation Systems	2,644.80	2,500.00	2,500.00
Total	\$60,784.73	\$80,500.00	\$79,500.00
Property Services			
Pool Operations Contract	92,749.60	92,000.00	92,000.00
Grounds Contract	38,471.96	38,500.00	38,500.00
Mulch Installation	17,496.00	17,500.00	17,500.00
Snow Removal Contract	12,143.52	12,000.00	12,000.00
Landscaping Improvements	13,301.20	10,000.00	20,000.00
Tree Removals	9,120.60	20,000.00	20,000.00
Clubhouse & Restroom Cleaning	10,851.48	12,000.00	5,000.00
Exterminating	372.60	300.00	500.00
Total	\$194,506.96	\$202,300.00	\$205,500.00

MacIntosh Farms Community Association, Inc.
Annual Meeting Report
April 22, 2021

	<u>2020 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Utilities			
Electricity	20,071.78	20,000.00	20,000.00
Gas	4,759.50	5,000.00	5,200.00
Water & Sewer	5,442.05	7,500.00	6,500.00
Pool & Building Security	4,512.01	3,500.00	3,500.00
Telephone/Internet	5,867.01	5,000.00	7,000.00
Total	\$40,652.35	\$41,000.00	\$42,200.00
Miscellaneous			
Real Estate Taxes	5.88	1,500.00	1,500.00
Storm Water Fees	4,180.00	4,500.00	4,500.00
Web Site Fees	909.74	900.00	900.00
Office Expenses	2,823.75	3,000.00	3,000.00
Custodial Supplies	505.02	500.00	500.00
Total	\$8,424.39	\$10,400.00	\$10,400.00
Total Expenses	\$387,261.09	\$419,320.00	\$422,492.00
Revenues over Expenses	58,129.26	42,780.00	86,648.00
Fully Funding Reserve	42,780.00	42,780.00	72,000.00
Operating Acct. Balance	\$15,349.26	\$0.00	\$14,648.00
Reserve Program			
Red Barn	30,881.42	32,000.00	5,000.00
Pool Buildings	0.00	0.00	0.00
Pool Mechanicals	1,142.00	7,000.00	10,000.00
Pool Decks & Liners	0.00	0.00	10,500.00
Pool Furniture	0.00	750.00	0.00
Storm Water Basins	2,895.00	3,500.00	3,500.00
Basin Mechanicals	0.00	0.00	0.00
Drainage Swales	21,716.66	12,000.00	12,000.00
Tennis & Pickleball Court	0.00	0.00	0.00
Streetlights	629.47	2,000.00	2,000.00
Up Lights	0.00	0.00	0.00
Electrical Components	0.00	0.00	0.00
Bridges	0.00	0.00	0.00
Walking Paths	0.00	0.00	0.00
Fencing	0.00	0.00	0.00
Signage	0.00	0.00	0.00
Asphalt	0.00	0.00	0.00
Concrete	11,575.00	10,000.00	12,000.00
Stone & Masonry	0.00	0.00	2,000.00
Reserve Study	0.00	0.00	0.00
Total	\$68,839.55	\$67,250.00	\$57,000.00

MacIntosh Farms Community Association
Statement of Receipts and Disbursements
February 28, 2021

RECEIPTS	<u>February</u>	<u>Year to Date</u>	<u>Budget Year to Date</u>	<u>2021 Budget</u>
Maintenance Fees	\$42,983.26	\$92,658.26	\$84,240.00	\$505,440.00
Clubhouse Rentals	0.00	500.00	500.00	3,000.00
Late Fees & Fines	60.00	210.00	83.33	500.00
Interest Income	3.43	6.52	8.33	50.00
Miscellaneous Income	11.81	11.81	25.00	150.00
TOTAL RECEIPTS	\$43,058.50	\$93,386.59	\$84,856.67	\$509,140.00

DISBURSEMENTS

ADMINISTRATIVE

Management Fees	5,616.00	11,232.00	11,232.00	67,392.00
Insurance & Fidelity Bonds	0.00	2,796.99	2,166.67	13,000.00
Legal Fees	0.00	0.00	416.67	2,500.00
Reimbursed Legal Expense	(73.83)	(342.27)	0.00	0.00
Accounting Fees	0.00	0.00	333.33	2,000.00
Total	\$5,542.17	\$13,686.72	\$14,148.67	\$84,892.00

MAINTENANCE

Buildings	134.00	134.00	833.33	5,000.00
Pools & Equipment	0.00	0.00	3,333.33	20,000.00
Stormwater Basins	2,970.00	5,416.00	1,000.00	6,000.00
Basin Mechanicals	0.00	0.00	333.33	2,000.00
Entrances	0.00	1,328.40	1,666.67	10,000.00
Walking Paths	0.00	0.00	416.67	2,500.00
Grounds	0.00	0.00	833.33	5,000.00
Trees	0.00	8,004.30	1,666.67	10,000.00
Fencing	0.00	0.00	1,666.67	10,000.00
Signage	0.00	0.00	166.67	1,000.00
Street Lights	2,614.15	3,326.18	833.33	5,000.00
Up Lights	0.00	0.00	83.33	500.00
Irrigation System	0.00	0.00	416.67	2,500.00
Total	\$5,718.15	\$18,208.88	\$13,250.00	\$79,500.00

SERVICES

Pool Operations Contract	15,340.88	15,340.88	15,333.33	92,000.00
Grounds Contract	0.00	0.00	6,416.67	38,500.00
Mulch Installation	0.00	0.00	2,916.67	17,500.00
Landscape Improvements	0.00	0.00	3,333.33	20,000.00
Tree Removals	0.00	0.00	3,333.33	20,000.00
Snow Removal Contract	2,349.00	4,698.00	2,000.00	12,000.00
Clubhouse & Restroom Cleaning	510.94	1,021.88	833.33	5,000.00
Exterminating	0.00	0.00	83.33	500.00
Total	\$18,200.82	\$21,060.76	\$34,250.00	\$205,500.00

MacIntosh Farms Community Association
Statement of Receipts and Disbursements
February 28, 2021

UTILITIES	<u>February</u>	<u>Year to Date</u>	<u>Budget Year to Date</u>	<u>2020 Budget</u>
Electricity	1,728.17	3,286.82	3,333.33	20,000.00
Gas	316.13	531.52	866.67	5,200.00
Water & Sewer	721.37	757.82	1,083.33	6,500.00
Pool & Building Security	342.15	633.62	583.33	3,500.00
Telephone & Internet	448.53	987.06	1,166.67	7,000.00
Total	\$3,556.35	\$6,196.84	\$7,033.33	\$42,200.00
MISCELLANEOUS				
Real Estate Taxes	0.00	1,195.66	250.00	1,500.00
Stormwater Fees	0.00	1,189.10	750.00	4,500.00
Web Site Fees	69.98	69.98	150.00	900.00
Office Expenses	0.00	401.01	500.00	3,000.00
Custodial Supplies	0.00	0.00	83.33	500.00
Total	\$69.98	\$2,855.75	\$1,733.33	\$10,400.00
Total Disbursements	\$33,087.47	\$62,008.95	\$70,415.33	\$422,492.00
Receipts Over Disbursements	9,971.03	31,377.64	14,441.33	86,648.00
Fully Funding Reserve	6,000.00	12,000.00	12,000.00	72,000.00
Operating Account Balance	\$3,971.03	\$19,377.64	\$2,441.33	\$14,648.00

MacIntosh Farms Community Association

Bank Reconciliation

February 28, 2021

Beginning Balance 12-31-20	\$49,883.09	
Receipts/Disbursements	19,377.64	
2020 Surplus to Reserves	(1,590.57)	
Insurance Claim	25,006.23	
Insurance Expense	(12,368.62)	
Transfer from Reserves	0.00	Planned
Reserve Expenses		Reserve Expenses
Pool Mechanicals	0.00	10,000.00
Pool Decks & Liners	0.00	10,500.00
Site Drainage	0.00	12,000.00
Pool Furniture	0.00	0.00
Street Lights & Poles	0.00	2,000.00
Concrete Components	0.00	12,000.00
Stormwater Basins	0.00	3,500.00
Red Barn	0.00	5,000.00
Stone/Masonry	0.00	2,000.00
Operating Account Balance	<u>\$80,307.77</u>	<u>\$57,000.00</u>
Alliance Association Bank		

RESERVE FUND ALLOCATION

Unallocated Reserves as of 12-31-20	\$206,482.70
Additions	13,590.57
Withdrawals	0.00
Interest on Reserves	204.60
Total Reserves	<u><u>\$220,277.87</u></u>

MacIntosh Farms Community Association
Balance Sheet
2/28/2021

Assets

Current Assets

1010 - Alliance Association Bank Checking	<u>\$80,307.77</u>	
<u>Current Assets Total</u>		\$80,307.77

Replacement Reserve Cash

1060 - Alliance Association Bank MM	\$113,969.09	
1062 - AAB 4707 (3-7-21) 1.60%	\$43,697.84	
1063 - AAB 9314 (5-1-21) 0.60%	\$62,610.94	
<u>Replacement Reserve Cash Total</u>		\$220,277.87

Receivables

1310 - Maintenance Fees Receivable	\$4,715.52	
1320 - Misc Fee Receivable	\$20.00	
1340 - Late Fees Receivable	\$510.00	
1360 - NSF Receivables	\$85.00	
1390 - Interest Receivable	<u>\$215.23</u>	
<u>Receivables Total</u>		\$5,545.75

Assets Total

\$306,131.39

Liabilities and Equity

Current Liabilities

3100 - Security Deposits	\$150.00	
3310 - Prepaid Owner Assessments	\$22,709.21	
3320 - Unclaim Funds	<u>\$427.50</u>	
<u>Current Liabilities Total</u>		\$23,286.71

Reserves

5200 - Funded Reserves	<u>\$220,277.87</u>	
<u>Reserves Total</u>		\$220,277.87

Retained Earnings

\$40,980.49

Net Income

\$21,586.32

Liabilities & Equity Total

\$306,131.39