

**Oak Hill at Spring Ridge HOA 2024 Action List
Major Projects**

	<u>Description</u>	<u>Status/Comments</u>	<u>Completed</u>
1	Storm water management - Potential sink holes	Bob contacted two companies (Entech & Spotts, Stevens & McCoy). Diane contacted Kipcon and received a proposal for surface drainage, which was sent to the BOD on 11/23/22. The Board approved the proposal from Kipcon to inspect and provide a report. Afterwards Bob received a proposal from Entech which included the entire community. The cost for Entech was much more than Kipcon. The Board voted to terminate the contract with Kipcon and approve the proposal from Entech. Task 1 was completed on June 7th. They expect to have plans by the end of June 2023. Task 2 was completed and Entech is waiting for documents from the Township. 10/31 Entech sent the plan noting the problem areas. They will prepare plans for preliminary improvements to address the problem areas. 2/23/24 Diane forwarded the plans from Entech to the Board to review. Entech recommended two Geotechnical Consultants (Earth Engineering & Barry Isett & Associates). 3/18/24 Diane contacted Earth Engineering & Barry Isett & Associates for construction plan bids. Earth Engineering declined, as they perform testing for storm water systems, not design. They recommended McCarthy Engineering. Diane received a bid from McCarty, Barry Issett, Entech and C2C for the pre-construction phase. Bob is having someone review the bids	
2	Parking Rules Changes	The Board finalized the updated parking rules and regulations along with a cover letter to the owners with a deadline of 12/15/23 for feedback. Discuss feedback on the proposed parking rules and how to convey to the owners. Parking feedback has been tabled for now. 7/15 - Deb drafted new Parking R&R for BOD to review. Deb updated the parking rules again on 9/21, which the BOD will review at the October meeting. The Board approved the drafted parking rules and regulations, which were mailed to all owners in November with the budget.	Yes
3	Leasing Restrictions	On 1/24/24 Diane sent the updated version of the leasing rules, survey, application, certificate and lease addendum to the BOD to review. The Board scheduled a Leasing Amendment meeting w/owners on 3/26/24 to review the amendment details. The Board also scheduled a meeting on 5/6/24 for owners to vote on the Leasing Amendment. The Amendment was recorded on 6/17/24. The recorded Amendment was mailed to all owners on 8/20/24. The next step is for the Board to approve leasing rules and regulations and add a step to the re-sale ordering process.	
4	Landscape & Snow Contract Bids	The BOD reduced the list of bidders to four (Strauser, Edwards, Anewalts & New Castle). Diane sent the specs to the bidders, which are due back by 7/19/24. Upon receipt the Landscape Advisory Committee will review the bids. 7/29 the LC met to review the bids, they have follow up questions for the vendors whom they plan to interview with. The LC interviewed Edwards and New Castle. The LC and Board voted to award the landscape and snow contracts to Edwards for three years. Diane drafted the snow contract for the BOD to review. The Board signed the snow removal contract. Diane drafted the 25-27 lanscape contract and sent to board on 12/3 to review.	Yes
5	2025 Budget	Diane drafted the 2025 budget, which was present to the BOD on 9/25/24. the Board reviewed it at the October meeting and made changes. The budget was approved at the November meeting and mailed and emailed to all owners.	Yes