

Heritage Springs Community Association, Inc.
Board of Directors Meeting Minutes
Wednesday, December 17, 2025
1:00 pm PAC

1. Call to Order: at 1:04 pm by President Cynthia Thompson.
2. Pledge of Allegiance: Cynthia Thompson led the Pledge of Allegiance.
3. Proof of Notice and Quorum: The meeting was posted on December 15, 2025.
 - a. In Attendance: Cynthia Thompson, Kelly Alter, Anthony Dinallo, Dann Stavro, and Christine Dixler. Absent: Dan Rooney and Michael Scieszka.
 - b. In Attendance: Jody Clor – General Manager; Ailyn Millares – Controller; Marti Provenzano – Assistant HOA/Member Relations Manager; Shawn McCormick – Assistant General Manager; Joe Davis – General Services Manager; Roger VanEtten – Director of Golf.
4. Motion to Approve Board Special Meeting Minutes 11-12-25: Cynthia Thompson made a motion to approve the Board Special Meeting Minutes. Christine Dixler seconded the motion. Motion Passes 5-0.
5. Motion to Approve Board Meeting Minutes 11-18-25: Cynthia Thompson made a motion to approve the Board Meeting Minutes. Kelly Alter seconded the motion. Motion Passes 5-0.
6. President's Report: Cynthia Thompson provided the following topics:
 - a. She thanked everyone for participating in the Holiday events/functions.
 - b. She reminded everyone about the upcoming Board of Directors election and deadline to submit your name as a potential candidate.
 - c. She spoke about the new member mixer that occurred last week.
7. Treasurer's Report: Dann Stavro reviewed the following:

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Operating Account Results

(Excludes Insurance, Spectrum, & Emergency Assessment Funds)

	November	YTD				
	Budget	Actual	Variance	Budget	Actual	Variance
Income	701,000	748,000	47,000	7,747,000	7,157,000	80,000
Expense	703,000	700,000	-3,000	7,752,000	7,560,000	-192,000
Net	-2,000	50,000	50,000	-5,000	277,000	272,000

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Operating ANALYSIS (Comparing Actual to Budget, excluding Insurance)

	Monthly Comments	Nov's Variance	YTD Comments	YTD Variance
I N C	F&B Sales 26k Golf 24k, Spectrum 6k, New Buyers -5k	47,000	Interest 25k, F&B Sales 21k New Buyers 19k Spectrum 35k Golf -31k	80,000
E X P	Wages -27k F&B Purch 6k, Legal 6k, Off Supplies 3k, Weed & Fertilizer 3k	-3,000	Wages are the main driver F&B purchases -38k Equip lease/rent/purch 66k Utilities 41k, Grnd Maint & Gate repairs 37k	-192,000
	NET	50,000		272,000

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Projected Year End Reserve Account Status as of **OCTOBER**

1/1/2025 Beginning Balance	1,444,586		
Oct. YTD Income (Insurance, Int, Emer Ass't, Member contributions, WCC, Spectrum door fee)	3,243,062		
October YTD Expenses	-2,294,148*		
Estimated Nov-Dec Income (M'ber fees, WCC, Int)	130,807		
Estimated Nov-Dec Expenses	-532,332		
Projected 2025 Year End Balance	1,991,974		
YTD RESERVE EXPENSES BY DEPARTMENT			
HOA	F&B	GOLF	TOTAL*
1,223,000	37,000	1,034,000	2,294,000

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Projected 2026 Reserve Account Status as of OCTOBER

1/1/2026 Beginning Balance	ESTIMATE 1,991,974
2026 Reserve Study Recommendations**	1,884,400
Income (Interest, Member contributions, Working Capital Contributions)	1,404,000
Projected Year End Balance	1,512,000

**2026 Major Expenses

Asphalt repaving	Pavers	Monuments
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Reserve Study Projected Expenses through 2030

Year	Annual Cost	Major Cost Drivers
2027	1,820,000	Asphalt Repaving, Pavers, Monuments, Bridges, Bulkheads, Common area sub surface irrigation
2028	2,954,000	Asphalt Repaving, Pavers, Monuments, Patrol Truck, Golf Carts, Fairways, Greens, Tees
2029	765,000	Common area sub surface irrigation
2030	1,769,000	Sealcoating, Bridges, Fencing, Hydrogrid

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Suggested 2026 Deliverables to Manage 2028 Expenses

Form committee of Management, Board, Members, & Consultants

Committee provides brief **monthly status** on deliverables

Analyze and report the **need & timing** to replace Golf Greens

Analyze and report on **logical order** of replacing the course components (Bridges, bulkheads, fairways, greens, tees,...)

Analyze & report on **cost benefit** of doing 9 holes twice vs 18 holes once, 1 year vs 2 years, all components needed on all holes?

Evaluate and recommend **funding** options

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8. General Manager's Report: Jody Clor provided updates on the following topics: Accounting, Human Resources, HOA/Member Relations, Food & Beverage, Golf, IT and Facilities.
9. Committee Reports: Alan Dixler shared an update from the Finance Committee. Mike Spicker shared an update from the Consolidated Trash Ad hoc Committee.
10. Member Comments on Agenda Items: Several members made comments.
11. Motion to Discontinue Trash Ad-Hoc Committee: Christine Dixler made a motion for the Heritage Springs Community Association Board of Directors to approve the disbandment and dissolution of the Ad-hoc Consolidated Trash Services Committee, effective immediately. Motion seconded by Kelly Alter. It was decided to table vote until the Board Meeting scheduled on January 28, 2026).
12. Motion for Member Sanctions (Member #5037): Christine Dixler made a motion for the Heritage Springs Community Association Board of Directors to accept the recommended fine and penalties against Member #5037. Motion seconded by Kelly Alter. Motion passes 5-0.
13. Motion to Ratify Clerical Corrections to 2026 Association Budget: Dann Stavro made a motion for the Heritage Springs Community Association Board of Directors to ratify the 2026 Association Budget due to clerical corrections. Motion seconded by Christine Dixler. Motion passes 5-0.

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14. Motion to Approve CAP for Buffalo Blower: Kelly Alter made a motion for the Heritage Springs Community Association Board of Directors to approve the funds of \$12,617.44 to purchase a new Buffalo Blower. Motion seconded by Dann Stavro. Motion passes 5-0.
15. Member Comments on Non-Agenda Items: Several members made comments and suggestions.
16. Board Closing Comments: Several Board members made comments.
17. Adjournment: Cynthia Thompson made a motion to adjourn the meeting. Christine Dixler seconded the motion. The vote was 5-0, and the motion passed. The meeting adjourned at 2:26 p.m. 33 members were in attendance.

Respectfully submitted,
Anthony Dinallo
Secretary