

Plantations Two HOA – February 7, 2019 – Meeting Minutes

Attendance:

Board Members:

Aliza Robin, President
Susan Hatter, Vice President
Jennifer Wrona, Treasurer
Sara Lowe, Secretary
Cheryl Yost
Drew Lowe
Austin Wolner
Daniel Thorpe

Other Community Members:

Doug Verdin

Agenda:

- Approve Minutes (November 28, 2018 meeting & January 10, 2019 meeting)
- Committee Reports/Updates including:
 - Upcoming erosion project/bid
 - Update regarding County Free Tree Program
 - Stormwater Management Class
 - Insurance claim against Georgetown Aquatics for 2017 Dog Swim incident at Pool
- Updates regarding Fidelity insurance

Minutes:

Motion made to approve Minutes (November 28, 2018 meeting & January 10, 2019 meeting); motion seconded; motion carried.

General:

- Insurance Updates:
 - Anyone who uses the pool is covered under our liability insurance.
 - Liability insurance and D&O insurance are with different companies.
 - We need a fidelity bond which is now required by law, and Jennifer is in the process of getting quotes from our existing insurance companies.
 - Current verbal quotes are approximately \$600/year.
 - Drew will talk to his insurance resource for a third quote.
 - It was discussed and agreed that future budgets should include a buffer for insurance increases.
 - Motion made to authorize Jennifer Wrona to select the insurance provider based on quotes and to sign the new insurance policy for a premium of up to \$1,000.00/year, motion seconded, motion carried.
- Boy Scouts have requested use of the pool parking lot for their annual mulch sale on March 23 including the week before the sale for deliveries. Board agreed to grant permission to the Boy Scouts.
- Earth Day and Drew Lowe's Shred Event will likely be held on the last Saturday of April.
- Need to determine which board positions are up for re-election for the Annual Meeting.
- We are now receiving a new monthly WSSC bill for infrastructure investment. The bill has been running around \$200-\$300 a month. Drew volunteered to call WSSC to ask for clarification on this new cost.

Pool Report:

- 2017 Dog Swim incident and possible law suite discussed. Our pool management company's insurance policy is covering all costs related to the incident and has already settled the case. The HOA's attorney was in communication with the insurance company to make sure the Board is included on the release. We will request a copy of the release for our files.

- New Pool committee chair is needed ASAP, so that they can start working with Kristy Burrows (current chair will be stepping down after the 2019 season) to learn about the pool committee responsibilities. Discussed –
 - Adding “Looking for Volunteer” for pool chair to neighbor sign and will put it on the two Facebook pages.
 - Pool committee/chair tasks can be divided between various board members, for example, weekly pool walkthrough checklist, membership registration system, ordering things like shower curtains, coordinating necessary repairs.
 - Someone will need to coordinate parties.
- Kristy has already ordered some of the new replacement items for the pool, i.e. pool noodles, chair repairs, umbrellas, etc.
- Discussed our Pool Swim Team Banner policy for sponsors. Policy to be posted on the website, and need to give a copy to Kristy to pass along to the swim team.

Grounds Reports:

- County Free Tree Program Update:
 - The County Free Tree program coordinator called Cheryl Yost regarding the trees that were not planted during the first county planting in December.
 - One of the 8 trees along Rolling Fork Way between the two Melrose Square entrances was not planted due to proximity to the gas line.
 - Four trees at the front entrance (2 behind each sign) and the 2 trees on Rolling Fork Drive (on the south side) along the sidewalk were not planted since the specified trees (American Elm) were not available. It was suggested that we could replace with Nuttall Oak trees which we agreed to and they will be planted when the weather permits.
 - In the spring, we will do a second walkthrough of the common areas with the county coordinator to determine where to plant additional trees. The tree program is specifically intended for plantings near paved areas to create shade. The second planting will probably take place in the fall of 2019 or spring of 2020.
 - There are still 3 outstanding trees for playground area which were not planted due to the fact that the selected tree species does not survive if planted in the fall. These trees will be planted in the spring.
 - One tree was planted on north corner of Rolling Fork Drive. Six trees were planted directly behind the pool (these are fast growing trees and will likely start providing shade to the pool deck). Ten trees were planted along the front of the pool parking lot/entrance, and 4 trees planted beside pool house and near the side walk.
 - Five trees were planted on the path that goes from Rolling Fork Way to Pecan Grove.
 - Discussed possible new planting areas and issues including:
 - Taking more pines trees down and replacing them with new trees through this program.
 - Some of the big pine trees behind Pecan Grove need to come out soon because we will be taking roots out while repairing the path. Any new plantings need to be at least 10 feet from the path.
 - The big oak tree at the fork of Pecan Grove path will remain since the path is being changed during path repairs to preserve the tree.
- Doug Verdin reported on the Upcoming 2019 erosion project/bid:
 - The next area to be repaired is between the pool and behind the townhouses on Melrose Square (Zone #12). Final walkthrough/review with Ashton Manor was done 3 weeks ago. The runoff passing under the existing path below this area breaks over and runs down the path instead of going through the drain under the path into the green space.
 - Contractor agreed to modify the plan to re-grade this area, fix the drain under the path, and repair the path to correct the flow of the water.

- The current runoff down the path is probably the cause of the erosion near the concrete portion of path with railings over an existing storm drain pipe.
- The quote is for this project is \$31,079 – Doug Verdin will attempt to re-negotiate the price to match our \$30,000 budget.
- Contract will include:
 - Re-grading of the area behind townhouses.
 - Taking out a section of the path, re-grading the area, install new drain pipe to work with revised grades, replace about 50 feet of the path, and re-grade and place stone in the area below the path.
 - Cover regraded area behind townhouses and up to the path with sod (not seeded) due to need to stabilize quickly. Not using stone due to required access for townhome residents to their back yards.
 - All disturbed common areas due to the construction will be repaired, raked and hydro-seeded.
 - All excess materials (soil, grass, debris, etc.) will be hauled away.
 - Additionally, the contractor will also be doing some cleanup and hydro-seeding on last year’s erosion project (between White Pillar Townhomes and the pond). There will be no cost for this service, since this is warranty work.
- Work will start in spring. When we receive a start date, notice will be given to townhouse residents.
- County Repaired Storm Water area below play courts is continuing to become more problematic. HOA will compile documentation regarding this issue (pictures, dates, and details) to present to the county regarding their work that was done which has created a larger problem than they fixed.
- One of the dog poop signs along the walking path was broken off and another sign was vandalized. The Board will fix the signs as necessary.
- Repairs on Tennis Courts are still scheduled to start sometime in April or May. Discussed issues with courts being used as play courts and dog runs which will become can damage the courts and become an extremely costly issue in the future. Cheryl will be getting additional signage for the tennis courts with image signs with no dogs, no bikes, no skateboards, and possible gate security.
- Common Area Trash/Waste Issues:
 - When the path repairs are completed, we will discuss installation of doggie bag dispensers.
 - Discussed existing Trash Receptacles issue (by the playground and behind pool). Board decided to remove these two broken trash receptacles and replace with only one trash receptacle to be placed near playground and pool parking lot side walk area for easier access for the trash contractor pickup. Dan Thorpe will present options for this installation to the Board for review.
 - Discussed options for Pool Trash Shed replacement. There is an \$800 allowance in Capital Reserve Budget for replacement. Dan, Drew, and Austin Wolner will research possible options and present them to the Board for review.
- Townhouse Parking issues discussed:
 - Parking on the townhouse streets at or near the entrance curbs (fire lane). It is illegal to park along the curb near a street intersection/corner (25 feet). Discussed painting the fire lane curbs which would be expensive to maintain.
 - Discussed again the missing “no parking signs” on Melrose Square near mail boxes and curve of the street. Contact with the county has not been made yet to replace the “no-parking” signs that are missing.
 - Townhouse parking space numbers need to be painted.
 - Before this can be done there is an area on the Bush Hill Terrace side of Melrose Square where the parking area needs to be repaired/repaved.
 - Dan Thorpe will investigate fixing this area and pricing for painting numbers.

- Discussed county sponsored Storm Water Management Class offered on March 12, 2019. Sign up is through the county website. Cheryl and Doug Verdin are signed up to attend. Austin will ask his wife if she is interested.

Social Committee Report:

- Community Yard Sale: Tentative Date May 18, 2019 with a rain date of May 19.

ACC Report:

- Completed 1 revised resale certificate.
- Drew, Susie Hatter, Aliza Robin volunteered to help with ACC a walkthrough. Cheryl Yost can provide training on how to review a home for violations. The neighborhood can be divided into inspection sections to divide the responsibility.
- In the past few years the Board has sent a letter to every homeowner of typical violations as a reminder of what to keep their homes up-to-date.

Upcoming Meeting Dates (Subject to Change):

March 14, 2019	April 11, 2019 (Annual Meeting – in Staff Lounge)	May 9, 2019
June 13, 2019	July 18, 2019 (tentative)	