

**Rolling Ridge Condominium Association
Meeting Minutes
April 11, 2017
Sheriff's Station, E. Frederick Drive**

Meeting was called to order at 7:06 pm.

Attendees:

Betty Holland – President
Nancy Robinson -- Vice President
Tiffany Cook – Treasurer
Carol Potter – Secretary
Kelly Burcham – Member at Large
Lisa Cornaire – Property Manager

Homeowners Present:

Aura Guerra
David Vigha
Christina Yanzou
Cecilia Yanzou
Ernestine Martin
Mariya Cholanova
Redouane Elouizi
Chakirm Ed Daoudi

Quorum:

Quorum was established with all five board members present

Approval of Agenda:

Motion made to approve agenda, seconded and unanimously approved

Approval of Minutes:

Meeting minutes for December 2016 were reviewed by the Board. One change was made – Page 1, under “Homeowner Open Forum” second bullet: “...intersection of Marigold and **Calamary...**” changed to “...intersection of Marigold and **Hillcrest...**” Motion to approve minutes as changed was seconded and unanimously accepted.

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Homeowner Open Forum:

- Homeowner mentioned an issue with his house while updating his bathroom. The trusses in his unit were 24" apart instead of the code 19". In addition, the trusses had been cut to accommodate the bathtub and shower. (The bathroom was original to the builders). It cost a lot of money to bring his unit up to code (he said he spent over 27,000 dollars) and wanted to bring it to the attention of the community if anyone was experiencing a sagging second floor in their bathroom area.
 - Discussion and decision were to put a warning up on the website.
- A complaint was raised over the condition of the lawns. It has been noted that there are many lawns that are patchy, and lawns seem to have an abundance of weeds.
 - Lisa Cornaire will speak to the landscaper in this matter.
- A question was raised that, since there was only one snowstorm that required snow removal, what was going to be done with the surplus money?
 - Board explained that surplus budget was probably going to be spent on asphalt repaving project
- A question as to the status of FHA approval was raised. Lisa mentioned that we will be applying for renewal again this year. Renewals occur every two years.
- A homeowner asked about cleaning of gutters. It was explained that this was done on a "needed" basis, and was not a yearly expense. If a unit's gutters need cleaning, send an email to Lisa Cornaire.
 - It was mentioned that a big part of the problem was untrimmed trees that were so close that they were scratching your windows and/or filling up gutters. Lisa Cornaire has already spoken to the landscaper about quote for tree trimming and removal from yards.
- Power washing – whose responsibility, is it? Is there enough in the budget for the HOA to do it? Lisa will look into it, but it may be the responsibility of the homeowner.
- Complaint received about people leaving their trash cans out for days after Tuesday garbage pick-up and/or leaving their recycle cans either on the sidewalk or in their front yards constantly. Lisa has sent out letters to several homeowners, but there is still a great deal of non-compliance in this matter.
- Homeowner asked what kind of paint can be used on fences? He was directed to the ARC guidelines on the RRCA website, that has a list of all acceptable paint colors

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Homeowner Open Forum (Cont.)

- A question was raised by a new homeowner about pest control. He had his house treated for termites and asked if everyone has their house treated every year. The community is not treated as a whole for termites. Termites and other insects are treated on a case by case basis. There is a yearly treatment for rats in the area, and bait stations are all around the neighborhood.
- A homeowner has asked the board to consider getting new address numbers for homes. The original address numbers are getting faded and hard to see. Lisa will look into who is responsible for the purchase of the address numbers for the units. Maybe if the owner purchases the numbers, the handyman can put them up?

Old Business

Taxes – The 2016 taxes were done and signed. No money is owed.

New Business

- Asphalt quote – The quote of \$68,354 was reviewed by the Board. Motion to accept the quote was seconded and unanimously approved. This year, the following side streets will be done in a July/August time frame: Canopy Terrace, Fielding Terrace, Atwood Square.
 - In 2018, Summit Terrace, Macaw Square, Aster Terrace, and Hazelnut Square are scheduled. That completes the paving project.
 - It was also discussed to install speed bumps at the following intersections: Calamary/Hillcrest, Comstock/Hillcrest and Marigold/Hillcrest (top)
- New street signs quote – The quote for \$2,408 for materials was reviewed by the Board. The motion to accept was seconded and approved unanimously. It is also understood that the labor to install the signs will be done by the handyman and there will be an additional charge.
 - The street signs with the street names will be reflective.
 - Additionally, other signs (No Parking, Stop, Tow Policy, etc.) will be updated if they are faded and/or damaged.
 - Work will begin in approximately 4 – 6 weeks.
- Collections Policy – Currently, there is a long time before collections even begin (Demand letters are sent after 30, 60, 90 days and then case is passed on to the lawyer who sends more demand letters.) It can take up to six months before any kind of action is taken. Lisa reports to the Board that she has requested the attorney review the current policy and suggest changes for the Board to implement.

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Management Report

- Dumpster Day – The dumpster will be placed in Calamary Circle on Friday April 28 and will be picked up on Monday May 1. Lisa mentioned that the wooded area was cleaned out again this year. Last year, a whole dumpster of trash was taken out and this year only a half a dumpster was taken out. This is taken as an encouraging sign that maybe people used the dumpster that was in the community in the fall rather than the woods.
- Community- wide inspections -- will be done in May. As well as walking through the community, Lisa peeks over fences to make sure there are no infractions (such as keeping a chicken)
- Status report on repairs -- All the siding issues (siding blown off due to heavy windstorm) are done.

Closed session

The board went into closed session at 8:03 pm to discuss delinquent accounts. The importance of shortening the timeline was re-iterated and obtaining judgements on these delinquent accounts in conjunction with liens.

Open session

The board went into open session at 8:20 pm.

Adjournment

The board voted to adjourn at 8:20 pm.