

Plantations Two HOA – March 14, 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

Other Community Members:

William Jones
Peggi Wall

Agenda:

- Approve Minutes (February 7, 2019 meeting)
- Committee Reports/Updates including:
 - ACC Issues:
 - Fencing on Townhouse deck between homes
 - Double gate out of side of townhouse (end unit) fences
 - Parking Violations
 - Erosion – revised quote and approval to accept quote
 - County Storm Water Management Seminar (attended by Dan Thorpe, Doug Verdin, & Cheryl Yost and Renae Wolner)
 - Grounds contract
- County Commission on Common Ownership Communities (CCOC) HOA Financial training classes information

Minutes:

Motion made to approve Minutes (February 7, 2019 meeting); motion seconded; motion carried.

General:

- New homeowner had questions regarding sending HOA Dues and sending proper paperwork for homeowner membership for the pool. We provided information and explained instructions and details are provided on the website.
- Austin Wolner called 311 about the pothole at Rolling Fork Way and Rolling Fork Drive and it is scheduled to be fixed by close of business Friday, 3/15/19.
- There has been no response to our Pool and Social committee Chair and membership request e-Blast.
- CCOC HOA Financial training classes:
 - Jen Wrona reported that there is a new law being passed that requires all HOAs to do a capital reserve study every 5 years.
 - House Bill 900 was discussed at the class, but as of Monday, March 11th, the bill was not signed. In the future, we will be required to fund 80% of our capital reserves.
 - The CCOC announced that there might be a software package that will allow us to do the study and report ourselves (possible approximate cost \$1500).
 - Austin Wolner volunteered to look into the matter and to conduct the capital reserve study.
 - CCOC stated that all community members should be able to review our financial balance sheets and variances. We will not publish our financials on our website, but they can be made available at meetings or upon request. Members can also have access to yearly audits, redacted delinquencies, bank statements, and contracts, but individuals have to make an appointment to review these documents. We must now also provide a copy of our yearly audit in our Resale Package.
 - Our 2018 audit is currently being conducted.

- Jennifer Wrona plans to attend more classes on finance and budgeting as they become available. CCOC classes are available for everyone to attend.
- Discussed current HOA Dues Delinquencies. We usually defer to the attorney's recommendation as to the best way to proceed with the collection of the delinquencies. We agreed that we will do so regarding the current delinquencies.
- An E-blast will be sent regarding the upcoming annual meeting, HOA Board elections, and proxies. The meeting is scheduled for April 11th. The E-blast will include a request for "pool committee chair and members".
- April 2018 annual meeting minutes will be circulated to the board for review before the Annual Meeting.
- The required fidelity bond and social engineering insurance coverage has been purchased.

Pool:

- Discussed thoughts about reaching out to the outside membership for pool committee chair if unable to get a community volunteer. We can offer a free pool membership to a non-community member; and require all contractual decisions, financial decisions and purchases be restricted to Board approval. There are concerns about enforcement, conflict-of-interest, and whether the duties are actually being performed.
- Kristy Burrows is still the pool committee chair for 2019 season, so we may be able to get someone to do a trial run/training this season. Kristy suggested Tom Stroot and the board must meet with him (or anyone) before accepting him (or her) into the position of Chair. There is concern over whether Tom has the time to commit, and that he also has ties to the Swim Team. Aliza will talk to Kristy to confirm whether he is still interested.
- Per Kristy's email:
 - Ordering is just about complete--pool noodles, umbrellas, toys, wrist bands, extra key tags, lanyards, etc.
 - New pool furniture is ordered and should arrive late April/early May (8 new lounge chairs (green and white) and 4 additional tables). Kristy ordered 4 umbrellas; however she needs to add two more. The 4 ordered will cover the new tables, but we still need one replacement and one extra to have on hand during the season
 - Enrollments are rolling in! Kristy has gotten several calls from outside members wanting to renew. The online advertisement campaign to promote the outside memberships begins April 1, and there are about two posts a week between then and the pool opening. Kristy is using Buffer as the platform to auto-post them.
 - Zack is coming back as manager. No news yet if Kaylor is returning as assistant manager.
 - The lifeguard, who we received complaints about from patrons and guards last summer, will not be returning. Claire will now be working as Jeff's assistant and is helping select the Plantations II guard team.
 - Painting of the bathrooms has not been scheduled. The work cannot be completed until the pool house is emptied.
 - Drew Lowe will call vendors and obtain painting quotes.
 - Kristy has been in contact with Lynn Patton regarding start of the season and registrations.
 - Swim team sponsor sign guidelines will be forwarded to the swim team coaching staff—(see secondary email which has been posted online).
- Discussed the working of the new required 5th Grade Graduation Party Agreement between P2 and the Woodfield PTA. Board accepted agreement wording and Aliza Robin will print and sign contract with Woodfield Elementary School. Pool walkthroughs will start when pool opens. Austin and Drew will get in touch with Kristy to coordinate the walkthroughs.

Social:

- Wesely Grove UMC yard sale is scheduled for May 11th, so we will do the same date to get more traffic. May 18th is the rain date.
- Sara Lowe will volunteer as Social Committee Chair if there are no other volunteers at the Annual meeting.
- Sara discussed potentially talking to neighbors about an informal block party over the summer near Rolling Fork Way and White Pillar Terrace. If we want to do a whole Community party, we can use the pool parking lot. Set up like a potluck. Drew and Sara Lowe will discuss this further.

Grounds:

- Discussed terms of the Grounds contract in regards to the ice storm cleanup invoice for approximately \$20,000. Questioned if contractor was directed to do the cleanup.
 - The Board discussed that if requested services are *not* already in the contract, an estimate should be emailed to the Board/Dan before starting the work.
 - The Board has a standing procedure requiring that anything costs over \$3,000 should be bid out.
 - This particular storm created many issues that needed to be dealt with right away, and it was nice to have such a quick response. However, there is also concern about additional work that might have been done for individual. Some of the work could have been placed on hold, allowing time to bid out the work.
 - The county also came through and resolved their issues within the neighborhood quickly.
 - Cheryl Yost will discuss this issue with the contractor regarding this issue.
- Discussed dead tree in the woods near the pond complaint and additional limb cleanup that still needs to be resolved. Susan Hatter will walk by to confirm it is not a safety concern or if it is just a dead tree that has fallen in the woods.
- New Erosion project quote: Doug Verdin revisited the quote with Ashton Manor. The quote was changed from \$31,079.19 to \$29,978.19 and added fertilization at the hydro seed areas. The contractor is also going to reseed the erosion project behind White Pillar that was completed last year.
 - Motion made to approve the updated contract as it written, motion seconded, motion carried.
- County Storm Water Management Seminar. Seminar was too general, however; they did receive good contact information. A County representative agreed to come out and meet with Doug to review our larger erosion areas.
 - Free Tree Program representative was there, along with rain scapes representative and a dog poop program representative. Everyone entered to win a free dog poop station, but we didn't win. However, they were given door hangers to distribute to all our houses and a large number of lawn signs to put up around the neighborhood.
 - The County if requested will put poop stations in for free, pick up the poop, and take care of the stations for a year. They will measure the waste, and give us the usage results. At the end of the year, we can decide whether we want to take over maintaining the stations or if we want them to be removed. Dan Thorpe has the information and contacts regarding the poop stations.
- Discussed restocking the wastewater management pond with fish. We would need a permit and get the fish from an approved vendor. Cost would be \$747 for a complete ecosystem for a quarter acre to 1 acre pond, which includes tadpoles, snails, smallmouth bass (equal to what we previously had in the pond). Would probably need a solar fountain to circulate the water. The fish should help with the duckweed issue. The pond is county property and Susan will contact the county representative that worked with the HOA on the pond retrofit.
- Signs for the tennis courts – Cheryl will get new signage before the tennis courts are repaired.

- Grounds contractor emailed that they will be treating grounds on March 20th and we will notify the community via E-Blast and our website.

ACC:

- Received 2 parking violation complaint emails: (1) car parked in a guest spot for an extended time, but we confirmed that the car belongs to a current resident, has valid tags, and not in violation; (2) car which has expired plates again (violated last year and corrected), the car has been tagged and has April 5th to become compliant.
 - Issue of a silver car at the pool which has been parked for an extended period was brought up at the meeting; however, the car has a current plate which does not constitute an abandoned. However we will try to determine if the car belongs to a resident.
- Property Improvements Requests received 3:
 - Discussed request for addition of an 8' privacy wall/panel with lattice at the top on the side of a townhome deck to screen between the neighboring deck. Discussion held regarding whether or not to consider approving this type of change and the possible ramifications of future requests. Motion made to approve request the deck wall, 5 in favor, 2 opposed, motion carried
 - Solar Panel request approved and signed.
 - Discussed request for double gate on the side of a townhome privacy fence. There is no existing fence there now. Some fences have double gates but they're in the back only, not on the side. Motion made to approve the fence but not the side gate.

Upcoming Meeting Dates (Subject to Change):

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