

**Plantations Two HOA
Virtual Board Meeting Minutes -- January 28, 2021**

Attendance:

BOARD Members

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

COMMUNITY Members

Charlie Miller, C&C Custom Lawncare	John Stuart	Kathryn Zegowitz
Doug Verdin	David Gonzalez	Christina Edwards
Karlene Dunkley	Peter Muollo	Beri Kari-Fonge
		Cheryl Shore

Minutes:

- Motion made to approve the August 20, 2020 and October 8, 2020 meeting minutes as presented; motion seconded; motion carried. Minutes will be posted.

General Business:

Food Truck Request

- Kathy Zegowitz discussed her request to invite food truck to operate in our pool parking lot. Already 4-5 vendors interested.
- Board discussed:
 - Vendor Credentials required: License, Liability Insurance with our name & address included, and proof of Workers Compensation.
 - Frequency of visits: Prefer only 1 day once a week in evening (Wednesdays)
 - Issue regarding no snow removal or ice treatment in pool parking lot. Decision made to require vendors to cancel in inclement weather.
 - Posting details of dates, vendors & menus on website, Facebook and sign board. Do community eblast, send eblast to Plantations1 contact for distribution.
- Board agreed to host food trucks 1 evening per week and agreed no vote was required.

Boy Scouts Mulch Sale

- Two requests received to use Pool parking lot.
 - Troop #945, March 18-22 (for delivery, storage, distribution, cleanup)
 - New Troop #738, March 3-7 (for delivery, storage, distribution, cleanup)
- Discussed need for parking lot closure to remove residents cars to accommodate mulch. Options:
 - One closure for both troops, March 3-22 (~3 weeks)
 - Two separate closures one for each troop, March 3-8 and March 15-22
 - One closure just for our usual Troop #945: March 15-22 (~1 week)
- Board agreed preference to honor only 1 mulch request from Troop #945, so not to disrupt residents' parking in pool parking lot for an extended period of time and wear and tear on the parking lot surface
- Board will contact Troop #738, inform them of decision. However, if they cannot find another location, the board decided we will then them.

Towing Contract Update

- Towing contract finalized and signed. Signs being ordered (per Montgomery County code).
- Discussed draft Towing Procedure issues and agreed to make some changes to the document, redistribute new version to the Board for review and email vote (which requires **unanimous** vote) prior to publication.

HOA Governing Documents

- Discussed statement in By-Laws that allows copies of governing documents to be purchased for a fee.
- Motion was made to charge \$25 per request (either digital or paper) of our governing documents; motion seconded; motion passed with a vote of 6 for and 2 against.

Insurance Update

- Jennifer Wrona announced that our Directors and Officers (D&O) insurance policy is coming up for renewal and will be reviewed with our agent for possible changes/updates.

Grounds Committee Update:

C&C Custom Lawncare contractor – Charlie Miller discussed community concerns:

- Leaf cleanup and edging in townhouse areas: Aware of complaint that leaves and edging debris are blown into some homeowners' yards. He stated he will work with his staff to try to alleviate the problems.
- Mulching to be done end of March early April timeframe and the townhouse areas will take ~3-days. Board requested no mulching during County school spring break (3/29-4/6). Charlie will coordinate the schedule with grounds chair.
- Board reported to Charlie on the Light Pole broken by his crew. We received payment from Charlie for the replacement light pole which has been reordered and the replacement should be received and installed in 10-12 weeks.

County Free Tree Program

- 26 Free trees were allocated to the community in our second approved planting.
- Most are installed, with a few remaining that can only be planted in spring.
- Discussed periodic watering of new trees with Charlie, he suggested to start in mid-April or later.

Snow Removal on Community Paths

- Board discussed discontinuing snow removal and ice treatment service of common area paths used for school walking traffic while Montgomery County Schools are not in person learning. Last cleanup cost was ~\$1,200. This service is contracted for "school" paths when "school is in session".
- Motion was made to discontinue snow removal and ice treatment on contracted school paths as long as school is not being conducted on school premises but will resume services when school returns to in person classes; motion seconded; motion carried with a vote of 5 for and 3 against.
- Action: Determine the HOAs potential insurance liability coverage on icy paths; and determine if signage is required by Montgomery county or our insurance.

Vehicles Driving on Common Areas

- Discussed issues regarding residents and contractors driving on/across common areas and the related damages, including fines, responsibility, waiver agreements, etc.

- Suggestion made to draft a policy regarding use of common grounds with restrictions, violations, etc.
- Board members can send input for policy to the board email.

Tennis Court

- Potential crack issues/repairs will be reviewed in spring.
- New gate closer will be installed in conjunction with the Pool doors and lock repairs in the spring.

Playground Slide

- Discussed repair or replacement of vandalized slide and pending insurance claim.
- Decision was tabled until our next meeting, unless the insurance company approves payment for a new slide and new ADA swing. The \$500 budgeted for playground will then be used for the deductible if necessary.

ACC Committee Update:

General

- Responded to, Clarified and Processed 8 Property Improvement Requests.
- Conducted and Processed 1 new Resale Inspection Certificates and 3 revised Certificates.

Shed Colors

- Recommendation made to update the current ACC Shed color requirements due to availability of pre-built shed colors and changes in current styles and trends.
- Motion made to revise the current ACC Shed color rule; motion seconded; motion carried.
- Action: Cheryl will draft a change to the current requirements for review by the board.

Pool Committee:

Capital Repairs for Pool

- White Coat Contract
 - Previously, the Board voted to accept Georgetown Aquatics' quote for the white coat repair at the October 2020 meeting.
 - Georgetown is responsible for contract schedule and completion of the project.
 - Repair is required for Pool Opening.
- Committee reported on and requested approval for their recommended not to exceed contractor bids for the following required Capital repairs:
 - New black 6' high fence around electrical box as per Montgomery County regulations; not to exceed Cost of \$3,200.
 - New doors locks & door adjustments, not to exceed Cost of \$1,300.
 - Electrical repairs (1) in office (add one circuit, one new outlet and label circuit panel); (2) electrical closet (trace and label main breaker panels); and (3) trace out location of circuit in pump room). Not to exceed Cost of \$1,000.
 - Replace current ceiling light fixtures with LED fixtures for all lights in building (except closets). Not to exceed Cost of \$4,600.
 - Repair ADA chair lift (accidentally damaged) total Cost Estimate of \$1,322. HOA Cost only \$500 and our insurance will cover the remaining balance.
 - Pool Slide repair Cost estimate \$50
- Motion made that we approve the recommended Capital repairs at the not to exceed costs and cost estimates; motion seconded; motion carried.

Outside Pool Members (OPMs)

- Decision made to allow OPMs the followings options for the 2021 Pool Season:
 - Join/Renew their membership for 2021 season
 - Defer their membership until 2022 season.
 - Relinquish their membership.
 - Membership decision must be completed no later than Pool Opening Day 2021:
- Outside Pool Member Financial Policy will be updated and forwarded with OPM invoices.

Q&A and Comments from the Floor:

- Some attendees stated their opposition to the towing contract and towing signs.
- Request for consistency in applying pool rules, longer pool session periods, and larger number of folks allowed in the pool area. HOA explained these issues would be discussed and would be dependent on county regulations.
- Compliments to ACC for processing requests quickly and efficiently.
- Clarification on when Pool social events will be held. Again explained that this would be contingent on Montgomery County guidance.
- Two attendees stated that they wished to volunteer to work on the Pool Committee. They were asked to send an email request to the board and they would be contacted regarding the next Pool Committee meeting.
- Concerns were regarding possible issues related to the Food Trucks (trash, cleanup, inviting crime to the community), and suggested we do not advertise outside of the community.
- Mention was made of new county zoning which will not allow auxiliary apartments on properties in residential communities and the effect that might have on our community.

Next Meeting:

- April HOA & Annual Meeting (tentatively); may be pushed out in order to be held in person.