

Plantations Two HOA – October 8, 2020 -- Virtual HOA Meeting Minutes

Attendance:

Board Members

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

Community Members

John Stuart	Taylor Bowman	Kari Fong (Beri Kari)
Melanie Nunez	Nancy (Marcia) Wilson	Christina Edwards
Peter Zabriski	Cheryl Shores	Karlene Dunkley
Michael DeMesquita	John Schlee	M (no name identification)

Agenda:

- Vote on June 11, 2020 Minutes
- Vote on New 2020-2021 Budget & General Business
- Committee Updates (Pool, ACC, Grounds)
- Townhouse Renumbering
- Open Community Discussion (limit 2 minutes per person)

President's Remarks:

Aliza Robin welcomed everyone to the meeting and requested all attendees update their Zoom Handle to their actual name. Stated all attendees except for the Board of Directors would be muted and, at the conclusion of the board's business meeting, the floor would be open to questions by attendees using the Zoom Raised Hand function.

General Board Business:

- **June 11, 2020 Minutes:** Motion made to approve the minutes as presented, motion seconded, motion carried. Minutes will be posted on our web page.
- **New 2020-2021 FY Budget:**
 - Call for any issues, comments or questions regarding the proposed budget which was mailed to all homeowners in September.
 - There were no email comments or questions from homeowners.
 - Jennifer Wrona stated that the 2019 and 2020 county property tax invoices for the pool were both recently received and have been paid as an expense line item in the 2020 budget. In 2019, we did not receive a property tax invoice for the pool, but the invoices for the other parts of the common grounds were received and paid around July, 2019. Jennifer verified with the county that we were still in good standing in 2019. Jennifer stated that this had happened before, and the delay in billing was likely due to a delay in the State's process.
 - There were no additional comments or questions from the floor.
 - Motion made to approve the new budget with no changes; motion seconded; motion carried.
 - It was noted that the budget is not posted on our web page; however, copies can be requested.

- **Hiring of a New Accountant:**
 - Our current accountant gave notice that he would no longer be handling our account. The accountant handles our yearly audits and taxes.
 - The current accountant made a recommendation to us for a new accountant.
 - It was stated that the timing in which to hire a new accountant, bring them up-to-speed on our account, and start our fiscal 2019-2020 year audit (end of November) would be extremely difficult. Discussion held about researching a new accountant or hiring the recommended accountant.
 - Motion was made to move forward with hiring the recommended accountant on a one year trial basis; motion seconded; motion carried.
- **Halloween Trick-or-Treat in the Community:**
 - Discussion held regarding the County's COVID order for NO house-to-house Trick-or-Treating and NO Trunk-or-Treating. Board discussed other possible alternatives for a community Halloween event.
 - Due to county regulations, safety of the community and HOA liability it was unanimously decided that the Board would not conduct any special event or publish our normal trick-or-treating protocols. The Board felt it was better to let each individual homeowner/resident make their own personal decision on this matter.
 - A notice will be posted on the web page.

Pool Committee:

- The board received compliments on how well this summer's pool season went in spite of all the COVID restrictions and protocols. Members attending the pool stated their pleasure that the pool was open even with the restrictions and thought that the operations went very smoothly.
- Pool Committee completed their annual pool inspection with the pool management company (Georgetown Aquatics) to determine what issues or repairs need to be addressed before the 2021 season.
- The number one priority required to pass inspection and open the pool in 2021 is replacing the pool and wading pool white coat (plaster) as noted by the county inspectors during the season. This is a capital reserve expense. The final proposal has been received and in order to lock in the price and secure a place on the contractor's calendar the contract needs to be signed and submit before January.
- Motion was made to accept, sign and return the proposed contract to Georgetown; motion seconded; motion carried.
- The Pool Committee will be meeting again on November 5 at 5:30 pm at the pool to review and discuss the other pending repair issues.

Grounds Committee:

- **Townhouse Parking Space Renumbering:** Based on the new Parking Resolution (approved, finalized, filed with the county, and distributed to all community owners/residents) the townhouse parking spaces will be renumbered as indicated on Resolution Exhibit A & B. The changes are scheduled to be done (weather permitting) on October 14 and 15. Flyers with detailed information will be distributed to the townhouses.
- **Towing Contract:**
 - A contract for towing as stated in and based on the new Parking Resolution was discussed. The contract would primarily apply to the townhouse parking spaces, the community pool parking lot and community common areas.

- Contract towing within the community requires county approved signage with specific wording and a specific number of signs installed based on the number of parking spaces. The signs will be purchased by the HOA and installed by the towing company at the community pool, White Pillar Terrace and Melrose Square Way.
- The towing of vehicles is charged to the vehicle owner and not the HOA.
- Motion made to move forward with setting up a towing contract and install required signage; motion seconded; board vote 7 for and 1 abstain; motion carried.
- **Tennis Court Repair:**
 - The tennis court warranty crack repairs were completed at the beginning of the month.
 - One tennis net center tie down strap was cut during the summer. A new replacement strap is being sent to us by the contractor for free.
 - Reminder that the nets will be lowered during the winter months (temperatures below 40) to prevent net breakage.
- **Broken Exterior Pole Light beside Community Pool:** Pole light that was accidently broken by the grounds contractor (C&C Custom Lawncare) has been removed and wiring secured. The new pole and light fixture have been ordered and will be installed at the expense of C&C.
- **New Free Tree Planting Update:**
 - Our 2nd group of trees provided through the Montgomery County Free Tree program are currently scheduled to be planted between the months of December and February.
 - The purpose of the program is environmental and intended for planting deciduous shade-trees in areas to provide shade for hard-scape surfaces. The county installs the trees and assists with the long-term care. This program is also available to individual homeowners.
- **Common Area Clean Up and Tree Trimming:**
 - Due to the winter of 2019 ice storms clean-up the grounds budget was over run and the common areas were in needed a bit more extensive TLC which was planned for in the 2020 budget.
 - This past summer the Grounds Committee did an extensive walk-through of the community common areas with C&C, a tree specialist contractor and an arborist to determine what cleanup was required and what trees needed to be trimmed and/or removed.
 - The committee reviewed the walk-through report, received and reviewed bids for the cleanup work. The work will be covered within the 2020 grounds budget.
 - The cleanup work was contracted, is in progress and will be completed this month.

ACC Committee: Answered many varied ACC related email questions and specifically:

- Responded to, Clarified and Processed 26 Property Improvement Requests
- Conducted and Processed 10 new Resale Inspection Certificates and 4 revised Certificates
- Sent out 3 Violation notices

Meeting Opened to Floor for Questions and Comments (limit 2 minutes per person):

General questions and comments were invited from the floor. Each item presented was discussed with the participant(s) and/or answered by members of the Board of Directors.

Next HOA Virtual Board Meeting was tentatively scheduled for January 14, 2021.

Meeting Closed