

Plantations Two Community Association
HOA Board Meeting Minutes – June 17, 2021

(In Person Meeting held at Community Pool)

Attendance:

Board Members:

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

Community Members: (Homeowners & Guests)

Spencer Aguilar	Cristina Edwards	Angelos Bacas	Richard Catron
Judy Stephenson	Andrew Floyd	Elizabeth Gatti	Giorgio Gatti
Chris Goodrich	Kristina Hawkins	Elizabeth Klimek	Jason Klimek
Sophie Klimek	Robert Levert	Ilse (Elizabeth) Light	Melanie Nunez
John Schlee	Christina Sweeney	Patrick Sweeney	Kristin Tribble
Austin Wolner	John Stewart	Maria Veizaga Barrionuevo	

GENERAL BUSINESS:

1. Aliza Robin opened the Meeting with an overview of the purpose of the General HOA Board meeting.
2. Board members introduced themselves with a bit of their board and community history.
3. Aliza talked about the HOA's need for volunteers for the board or to work on committees.

MINUTES:

1. Request made for motion to approve the January 28, 2020 HOA Board Meeting Minutes.
2. Melanie Nunez stated her disagreement with the minutes and that she did not attend. Cristina Edwards stated her name was misspelled.
3. Motion made to approve the minutes with the removal of Melanie's name and correction of Cristina's name. Motion seconded; motion carried unanimously. Minutes will be posted as corrected.

TREASURERS REPORT:

1. Jen Wrona reported that the HOA auditors requested that moving forward that all board members present at the meetings should sign a form acknowledging that they have reviewed the current financial statements. Board members present reviewed and signed the June financial statements. In addition the President will continue to review and sign the bank statements each month.
2. The 2021 Personal Property Tax forms have been submitted. Federal and state taxes are not due until August 15.
3. There is going to be a Webinar to discuss the new county law regarding HOA Capital Reserve Studies and funding that will be going into effect. Jen and Cheryl Yost have signed up for the webinar along with our Capital Reserve committee member Austin Wolner.

POOL COMMITTEE:

1. New Individual Outside Pool Membership (OPM)

- Pool Committee is recommending adding an Individual OPM option. This type of membership has been requested several times over the last few years and the committee felt it would be a good addition and bring in more revenue.
- The Deposit would be the same as for a family membership, \$250.00.
- All the standard OPM Financial Policy will apply to the membership.
- Individual must be at least 18 years of age.
- The yearly fee for an Individual OPM would normally be \$200.00 per season, but due to the fact the season has already started the membership will be pro-rated this season only at the rate of \$160.00.
- Motion made to start offering an Individual OPM at the yearly rate of \$200.00 with standard deposit and financial policy, and prorated for the 2021 season at \$160.00; motion seconded, motion carried. Vote was unanimous.

2. Pool Exterior Light Poles

- Discussed repair of burned out lights which requires replacement of the ballast and photo cell type light and approximately \$245.00 per light. Switching to LED fixtures would cost approximately twice as much per light.
- Replacing the lights requires a vote for the cost each time we replace a burned out fixture. The lights are around the exterior of the pool deck and the pool parking lot, and they come on every night 365 days a year. The lights while not working create a safety issue for the parking lot and pool.
- Cheryl is requesting a blanket approval to replace fixtures when they burn out. She stated that we replaced 5 in 2020 and 3 so far in 2021 and now another one has burned out. There are 11 light poles. She also suggested that we start replacing the units with LED fixtures which initially cost more, but hopefully will last longer and save on electricity.
- Motion was made to move forward with a blanket approval to replace burned out pool pole lights with LED fixtures without a vote each time a fixture burns out. Motion seconded, motion carried. Vote was unanimous.

GROUNDS COMMITTEE & EROSION COMMITTEE:

1. Miscellaneous Capital Projects -- Project reviews and bids were done by the Erosion Committee for the following four projects:

- A review of the sidewalks and curbs (which was started last summer) in both Melrose and White Pillar, received quotes for projected repairs.
 - Project would consist of (1) removal of some sections, tree root removal and replace concrete; (2) some sections just grinding down areas to level off tripping problem; and (3) some concrete patching.
 - Bids were solicited and have been reviewed and the Committee recommends accepting the proposal priced at a total project cost of \$12,496.25 (Melrose Square Way = \$8,127.50 and White Pillar Terrace = \$4,368.75).
- Reviewed expanding Sink Hole behind East side Rolling Fork Way and Marsh Point Court/Primrose View Court.
 - Bids were solicited and have been reviewed and the Committee recommends accepting the estimated repair proposal priced at **\$6,000.00+/-**.

- Note that this project cannot be priced with exact cost due to possible costs related to unknown factors under the sink hole.
- c. Reviewed Path and Path Bridge Area erosion issue being caused by the fall-out from the County repaired erosion area below the play court. The erosion problem is causing washout under the existing concrete bridge area which is undermining the bridge and path and sidewalk areas around the bridge.
 - Bids were solicited and have been reviewed and the Committee recommends accepting the proposal priced at **\$4,320.00**.
- d. Received unsolicited offer of two free refurbished heavy duty exterior trash receptacles. We requested the pricing for installation. The quote includes (a) install of receptacles with new concrete pad; (b) removal of existing our two existing trash receptacles, posts and concrete; and (c) cleanup and disposal of old receptacles.
 - The proposal reviewed and the Committee recommends accepting the proposal priced at **\$1,996.00**.
- e. Total Cost of the 4 projects = **\$24,812.28+/-**. The committee chair is proposing that the board use this years' existing \$30,000 Capital Repair slated for Path Rejuvenation (which is an insufficient amount for the path project) for the above 4 miscellaneous capital projects.
- f. Motion made accept the four above referenced quotes and approve a **not to exceed amount of \$26,000.00** to proceed with the four projects; motion was seconded; motion carried unanimously.

2. **Tennis Courts Update** -- Due to continuing tennis courts misuse and vandalism, the committee has reviewed the lock/entry issue, gate fence covering problem & possible options to create a way to keep the fence non-climbable.

- Among the different fence alternatives, some would not be allowed under our liability insurance and others are not currently feasible due to the exorbitant cost and might not actually keep the climbers out.
- Regarding the broken lock, it was a proprietary keyway and going to a different contractor would then involve replacing all the existing keys at a potential cost of ~1,000-1,250 in addition to replacing the lock and knobs.
- Currently we feel the only feasible and least costly option at this time is to:
 - Replace gate & header fencing with expanded metal panels and a pull handle welded to the framing at quoted for \$700.00.
 - Replace the broken lock and knobs with a double cylinder deadbolt matched to existing keys. There will be no knobs, and the deadbolt lock is a flat surface on each side of gate that will require a key to open from both sides. The gate will automatically lock when closed. The quote for lock replacement = \$689.96.
 - Committee is recommending approval of a not to exceed cost of \$1,400.00.
- Motion made to repair the tennis courts for a not to exceed cost of \$1,400.00; motion seconded; motion carried with a vote of 5 for and 1 abstained.

3. **Playground Update** – Jen Wrona reported:

- The insurance claim for the vandalism of the playground slide and ADA swing were finalized.
- The funds have been received (minus the \$500.00 deductible which will be paid our current budget).
- The parts are now on order and the new slide and swing will be installed after they arrive, which will not be until for least 8 weeks.

ACC COMMITTEE:

Cheryl reported that since the January meeting she has completed:

- 17 Property Improvement Form reviews & approvals.
- 7 Resale Inspections and Certificates.
- 5 Revised Resale Inspections and Certificates after owners completed cited repairs.

COMMUNITY MEMBER Q&A DISCUSSIONS:

1. Concern voiced regarding a possible erosion issue in the green space abutting Rolling Fork Way behind some of the townhouses on Melrose Square Way.
 - HOA Erosion committee was made aware of issue and concerns last fall and reviewed the issue with an erosion specialist contractor.
 - However, due to the fact the gas line, Verizon & Comcast cables run under the area in question, and the original site plan grading of the area, possible solutions were limited. More research and reviews would need to be done.
 - Cristina Edwards volunteered to assist with future efforts on this issue.
2. Question requesting explanation of budgeting and special assessment process. Overview of the process was provided.
3. Question posed regarding how the Board prioritizes projects and repairs in the community. Discussion held on types of projects (budget vs capital), how the projects are reviewed, bids received, timing within the budget cycle, etc. Also projects can be prioritized depending on safety issues, immediate requirements (such as repairs/changes required by County inspectors to allow the pool to open each year), capital reserve life span, weather conditions, etc.
4. A group of residents on White Pillar Terrace voiced their concern regarding the trees in front of the townhouses on the outside curve of the street. Specifically, they would like to have the trees removed because -
 - The trees have been damaged by the children using the area as a fort; a dumping area for toys & trash; urinating in the open around, under, and in the trees; the area is an eyesore, etc.
 - Some homeowners volunteered to cut the trees down themselves and it was explained that is not allowable due to liability issues for the community, and only a contractor can remove trees from the common areas.
 - It was decided that the grounds committee would look into the issue.
5. Complaints about:
 - Trash, bikes and toys left by neighborhood children on the common grounds.
 - Additional complaints made regarding the couches in the woods near the storm management pond. Apparent a previous couch was removed in April and there is now a new couch and chair in the woods.
 - The board will make arrangements for the removal of the couch and chair, and efforts are being made to confiscate toys and bikes, etc. from the common areas.
6. Received a complaint about the HOC townhouses. The board recommended that if homeowners are aware of violations or have a complaint about an HOC townhouse they should report the problem to the county via 311.

Meeting Adjourned and Followed by our 2021 Annual Meeting.

Next HOA Board Meeting is scheduled for July 22, 2021, 7:00 pm at the pool.