

**Spring Ridge Conservancy**  
Regular Meeting Minutes  
June 16, 2009 @ 7:00 p.m. in the Visitor Center

**Board Members Present:**

Karen Ritter, President  
Tom Winebrenner, Vice President  
Fred Schumacher, Secretary  
Jerry Alexandratos, Treasurer  
Paul Flynn, Member At-Large

**Others:**

Richard Gemmell, PMP  
Victor Rocha, PMP  
Deputy Andy Crone  
Al Moreau, Finance Committee  
Kim Winkler, Rec committee  
Nancy Moreau, Rec committee  
Liz Van Brunt, Recording Secretary  
Larry Leon, ValleyCrest Landscaping (John De Noma, Christian Canterbury)

See sign in sheet for owner attendance

**I. CALL MEETING TO ORDER AND APPROVAL OF AGENDA**

Meeting called to order at 7:05 p.m.

Motion to approve the revised agenda.

By: Paul          Second: Fred          Vote: 5/0/0

**II. GENERAL COMMUNITY ISSUES**

**A. Deputy Andy Crone – Update on Spring Ridge**

Mr. Crone reported on the issues that they were dispatched to. There are also regular patrols. Bike and foot patrols were started last month. This seems to have impacted some of the issues in certain areas well. The fliers distributed by management were helpful too. Residents have flagged down the patrol to make reports which is encouraged by the Deputy.

A resident asked about how the new Route 70 exit might affect the community (traffic on route 144). He will get back to us on this.

For solicitors in the neighborhood the police check to be sure they are legitimate and aren't harassing anyone. They are advised to move on. If they come back then stricter action is taken. A resident asked if any solicitors are exempt – none are. There isn't an enforceable law although the neighborhood is posted as no soliciting and the police should be called.

**Food Vendor – Stephanie Faulkner**

They have provided food service on the weekends and it's been going well. She asked about the ice cream trucks that arrive every 1½ hours and stay there for 45 minutes and whether or not the number of visits could be reduced. She could serve ice cream too. The board discussed possible restrictions and will talk further.

### **ValleyCrest – Larry Leon**

They recently received a letter from the landscape committee. This is their last year on the contract and we are their largest contract in the state. They are concerned with the possibility of dissatisfaction. They would like some interface with the landscape committee/board on a regular basis. They pointed out that they are more than a grass cutting company. There are many professionals on staff (arborists, landscape architects, etc.) for the community to utilize. They would like to help guide the community.

The board stated that the letter wasn't requested by the board and has been discussed with the landscape committee. The board and management are the only ones who are supposed to deal with contractors directly. All committees are formed to make suggestions and advise the board. Proposals are sought in order to have new ideas for items outside of the contracted scope. The board repeated that they don't want to use so many annuals.

Mr. Leon explained ValleyCrest's position and their desire to keep the business. The board pointed out some issues they have had over the past few years and the fact that their meetings are open, with financial statements made public each year, so they were disappointed that ValleyCrest's proposals have been so high. The issue of the staff turnover needing training each year by PMP management on how to mow the development was brought up. The account manager or someone higher up ought to know and pass the information down to the staff each year.

Mr. Leon brought up the idea of working on cost savings ideas and the board said they would like to see information on that at their next meeting. ValleyCrest has always had an open invitation to all of the board meetings.

## **B. Committee Reports**

### **Landscape Committee - Donna Schiller**

The county will not release the permit for the new signs until the state approves. The state has no record of the original sign permit so it is just a matter of time to iron it out. Kerley Signs is working on this.

Dog park information is still being gathered. The Baker Park dog park is being used for research. Tree care information was gathered by a committee member - it's needed on a tree by tree basis. The mulch around trees can be an issue and will be researched. Two proposals are here with one to arrive soon. They will all be delivered to the board a.s.a.p. The townhouse areas needing attention were listed in the committee meeting minutes which were shared with the board.

Management will look into replacing the bushes near Pinecrest that are requested each month. The tick marks will be looked into too.

### **Website Committee – Mark Perry**

There are five businesses interested in advertising. The email issue is fixed.

### **Recreation Committee – Nancy Moreau**

New business: there was a request for events for the younger children such as a trip to Dutch Wonderland. They will look into that. Another idea is a "dive-in" movie at the pool. It was a great success in the past. *Bolt* will be shown in the fall due to the credit from the

cancelled showing. The 4<sup>th</sup> of July bike route is the same as last year. Police support will be requested. Summer concert series may change to July 7<sup>th</sup>. Redline on the 29<sup>th</sup> of August. August 29<sup>th</sup> from 8-12 is the Children's Consignment Sale. The adult Halloween party might be extended from 8 p.m. - 1 a.m. The cost might be a little higher and the bus will drive people home from Whiskey Creek. American Girl tea party might be next February. Chairpeople are needed for the Halloween party and Santa's Workshop. The Fall Yard Sale is the 3<sup>rd</sup> Saturday in September.

#### **Finance Committee – Al Moreau**

Mr. Moreau explained their reinvestment strategy on reinvesting CDs. They are careful to not have over the FDIC insured maximum amount with any one bank. There is \$20,000 more in income and expenses and the Conservancy is under by about \$40,000 so far, according to the budget. The unplanned spending is highlighted at the end of the financial report.

The PMP accounting has been changed to help with reporting in such a way that the finance committee can create a cash flow report for the board. This report is under construction.

Money for the basketball court needs moved to reserves.

Motion to move \$6,700 from the operation line to the comparable reserve line to cover the costs of the basketball improvements.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Paul**

**Against: 0**

The way delinquent payments are currently set up with the lawyer the homeowner isn't covering the lawyer fee. Many overdue payments have been coming in since using the new lawyer. Dave Grove is researching the covenants (gratis) to see if these lawyer fees can be recouped. The accounting is an issue although the board has always been aware that a percentage of the recovered amount will ultimately go to the lawyer.

#### **Sharks Swim Team**

A list of participants needs to be given to management to cross check against the delinquency list.

#### **Pool Committee**

There was a well attended "End of School Year" party from 4-8 p.m. today.

### **C. Resident Forum**

Tom Henderson, Hampton Court Condo President, spoke with Karen Ritter to ask the Conservancy Board for support in the foreclosure processing of a condo homeowner. Richard will talk to the attorney and the board will discuss in July.

Tina Gough – Basketball Court reservation request for 8:30 a.m. – 10:00 a.m. for middle school girl recreational games. It seems to be a time when no one is there. There are 20 girls anticipated. It is open to girls not on the team. The board inquired about the noise level and supervision. Mrs. Gough will be the contact and confirms the courts will be kept clean. The noise level should be low since they are serious about the game. There was discussion about if another resident shows up to use the court.

Brett Barry – soccer field area usage request for concerts over the summer. Fridays, July 17<sup>th</sup> and August 14<sup>th</sup> are the suggested days. Their own sound system will be brought in and used at the lower pavilion from about 7 – 9/9:30 p.m. It's an open concert for the community. Electricity is arranged through the Community Center Office.

Laura Wyttenbach – Girl Scout Troop leader. The troop wrote a letter to the board to learn how to be leaders in helping to maintain the community's nature trail. They found that the vegetation needs maintained and the path isn't very wide. The trail has a certification as a wildlife sanctuary. It is mowed every two weeks by ValleyCrest. Not all of it is accessible to the mowers. Much of the canopy has overgrown since the last major trimming two years ago. Management will get a price on the trimming.

Motion to adjourn for a closed session at 8:31 p.m. to discuss pool concerns with High Sierra.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Tom**

**Against: 0**

Meeting was restarted at 9:02 p.m.

#### **D. Redistricting Portrayal of Spring Ridge**

The board of directors stayed neutral during the redistricting. A board suggestion was made to defend Spring Ridge against some disparaging comments made at a redistricting meeting. A letter could be sent to the Frederick News Post and the Board of Education in support of Spring Ridge being a fine community. A sample letter was presented to the board. Basically it reiterates what is on the website. It includes an invitation to visit the website. The letter would be an advertisement of the community. Projecting Spring Ridge pride is ok. The board could defend the reputation of the community and point out that they stayed neutral on the issue itself.

There are many communities affected by the redistricting. Spring Ridge seemed to be the only community mentioned in the meeting in a disparaging way. Spring Ridge received what they were advocating for in the redistricting. Some communities didn't get what they wanted. The fingers were being pointed in such a way that made a board member feel it put Spring Ridge in a poor light.

The board noted the difference between Spring Ridge Conservancy Inc. versus the Spring Ridge Community. The charter limits the board's authority on the redistricting issue. They

are not a town or a political group. There could be a liaison person who could represent the community to the rest of the county.

More discussion will be held after more board members review the video of the BOE session.

### III. ASSOCIATION BUSINESS MEETING

#### A. Review and approval of Minutes from the last regular meeting held May 19, 2008.

Motion to approve the minutes from the May 19, 2009 Regular Meeting as is.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Tom**

**Against: 0**

Motion to approve the minutes from the May 20, 2009 Closed Executive Session as is.

**Motion: Tom**

**In Favor: 5**

**Seconded: Jerry**

**Against: 0**

### IV. MANAGEMENT REPORT

#### A. Boughn Property Erosion

Management met with Mark Murray of Harris, Smariga & Associates, Inc. regarding the erosion problem behind Claridge Drive Circle. The board has offered to fence the drop off on the Boughn property until the erosion issue is resolved. It is understood that Mr. Boughn doesn't want a fence installed. Richard explained the various quotes. The board wants the fence offer and refusal in writing. The engineering firm is proceeding and the process is on the fast track. The decisions can be done by email to expedite the process.

#### B. ACC Large Shed Appeal (Bromberg)

A letter was sent stating that the Board denied his appeal due to the fact that he did not respond within 30 days of the initial letter. Any more developments will be brought to the board.

#### C. Violations

There was a spike in violations and that is common in the spring.

#### D. Newsletter

The newsletter still has a lot of committee notes. The board would like a reduction in their pages (1/2 page maximum).

#### E. June 1, 2008 Fall on Asphalt

A letter was sent to the insurance company (State Farm) about the alleged fall in June 2008. This is the same section of the asphalt pathway between Knollwood Drive and

Remington Drive that is slated for overlay this year. There is a routine procedure of contacting the injured party when management finds out about an accident. The notice came one year after the incident so that procedure didn't apply. The claims adjuster still needs to visit the injured party.

To find out about the final decision of insurance claims the insurance company needs to be asked directly.

**F. Basketball Hoop Signs**

Eight new sticky signs for the new basketball posts at the Spring Forest Road area state: "Do not attempt to lower the backboard/rim requires special tools injury or property damage may occur. Thank you."

A photo was provided of two youths on the basketball hoops. A letter needs to be sent to those families. Some youths were seen working on removing a stop sign.

**G. Ecology Services Price Reduction**

The new price for trash hauling services is now 9.4% less: cost savings of \$1,840 per month and \$22,080 per year. The trash service can be put out for bid. The last time it was competed was about 4-5 years ago. New quotes will be ready for the budget meeting.

**H. Beshers Property**

The County Commissioners did not change the Beshers' zoning status so the Supplementary Agreement was voided. The intent of the agreement was the Beshers property could enjoy the amenities of Spring Ridge and pay their share of dues, however now that the Beshers can not build in Spring Ridge, they no longer need to pay dues. Annexing property to Spring Ridge will be difficult – 51% of the community would need to approve.

The board is a little uncomfortable with the future use of that property. There was a sewer easement approved but that is now in question. It depends on if it was recorded or not. If the property isn't annexed there are quite a few issues (tree line, pool and road use, etc).

The easement question needs answered by Bruce.

Motion to not charge Beshers for assessments. Let them know to notify the board if they are zoned or start building. Reannexation would need to be considered in the future.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Tom**

**Against: 0**

**I. Work Orders**

Newport Drive	Gardener's removed graffiti on Verizon sub station <i>The board would like to have the whole box painted. An idea is to have all the boxes painted every few years.</i>
Rec. Area/Briarcliff Lane	K&T Power-washing removed graffiti from benches at soccer field and street on Briarcliff Lane. <i>A mention in the newsletter will be made about the graffiti.</i>
Various areas	Gardener's secured stop signs on private streets and rebuilt some trash can vertical pieces

Various areas	Gardener's policed for trash in several outflow areas
Bradford Way (the owner pushed for the trees to be installed sooner rather than in the fall)	Brinkman installed 2 leyland cypress trees. Their price was 1/3 the price of ValleyCrest.

**J. High Sierra**

The board wants the numbers of short hours provided by High Sierra to be verified. Their certification was discussed.

**K. Playground Sign Quotes**

Motion to allocate payment of signs for the Spring Forest Playground to be under \$600 and given to a company selected by Richard based on best price. The color should match the playground colors.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Fred**

**Against: 0**

**L. Speed Humps Installed**

Frederick County installed 2 speed humps along Newport Drive. Signs will be installed soon. The height is not the same as the other humps but the county said they feel they are the appropriate height.

**M. Concrete/Asphalt Work**

To be considered - Concrete: Knollwood, Danville, Remington, both Hawkins and Iversons as well as a few townhouse streets. Asphalt: the asphalt path from Knollwood Drive to Spring Forest Rd. and/or from Spring Forest Rd. to Claridge Drive Circle. The details will be ready for July's meeting.

**N. SODA Report**

It was noted that there are four people on the list that have been seen at the pool.

**V. ACTION ITEMS**

**A. Field Use**

Bryan Chaney's request for "faith on the field" concerts at the Spring Forest Road soccer field area. The board does not want the event to have solicitation.

Motion to allow the July 17<sup>th</sup> and August 14<sup>th</sup> concerts. It will be noted that no solicitation is allowed in the community.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Fred**

**Against: 0**

**B. Basketball Reservation**

There may be outside kids who come to play. She isn't generating revenue. The board didn't like that the flier states play is open to anyone from anywhere due to insurance and waiver issues. Other groups using the tennis courts, pool or soccer field are charged a fee. Showing up and playing is one thing – if it's a league this raises other issues (contract and waivers). Three courts can be used and no flier is preferred. Word of mouth is better.

Motion to approve court use if there is no flier, only word of mouth, and use is limited to only three half courts and the board can rescind permission if the play seems to approach league status.

**Motion: Tom**

**In Favor: 5**

**Seconded: Fred**

**Against: 0**

**C. Sanctuary Clean Up**

The Troop offered to help keep the sanctuary clean of trash and debris and they are asking the trails be mowed more frequently. Currently they are being mowed every 2 weeks or so. Branches need pruned too. ValleyCrest could really shine on this job if they so choose.

Motion to accept the troop's offer to help clean up the sanctuary and to direct Richard to direct ValleyCrest to increase the maintenance and if any items are found that are possible illegal that the police be notified.

**Motion: Jerry**

**In Favor: 5**

**Seconded: Paul**

**Against: 0**

**D. Mid Yard Patio**

Some discussion of other similar patio installations was held. No neighbors have complained about this particular patio. The board reviewed the documents. The ACC is discussing the issues of unattached patios. The board wants to be consistent in the application of the regulations. They are tired of people asking for forgiveness rather than permission.

Management was reminded to mark the portable basketball hoops that have not been moved with a warning that if they aren't moved they will be marked to be picked up by the trash haulers on the next trash day.

Motion to approve the construction as a patio but the flooring and concrete be removed upon the sale of the house. The basketball hoop, backboard and pole need to be removed when not in use. A letter will be sent to the other two homes to take down their poles when not in use. They will be subject to a fine otherwise.



**Motion: Jerry**

**In Favor: 5**

**Seconded: Fred**

**Against: 0**

**E. Pavilions**

The pads will need to be removed due to shifting and the size of the new pavilion. The board discussed keeping both pavilions and the various types of structures. This could be budgeted for next year since they have been determined to be safe. The electrical boxes need to be positioned such that they can't be climbed. The location of the top pavilion could move closer to the parking lot. The lower one could be closer to the lightpole.

Management is directed to get a quote for two pavilions and two new concrete slabs with some direction changes as to the actual placement of the structure.

Tabled until further information is gathered.

**F. Waiver of Late Fee Request**

The homeowner didn't get his coupon book in January. There was a delay in mailing them and fees were forgiven for the month of January. This homeowner didn't respond until May. He is one behind since the February payment was applied to January. He needs to come into compliance with the Conservancy's bookkeeping rather than the Conservancy being asked to come into compliance with a homeowner's bookkeeping. The records show he didn't make a January payment

Motion to approve the waiver of the late fee as requested. They need to make note that the payment schedule is set and they need to comply.

**Motion: Tom**

**In Favor: 5**

**Seconded: Fred**

**Against: 0**

**G. Pool Concessions**

The Faulkners are encouraged to sell ice cream also. The board does not want the trucks to park out of site of the pool. Water pistols should not be sold.

**VI. ADJOURNMENT**

*There being no further business, the meeting was adjourned at 11:26 p.m.*

Respectfully Submitted,

Liz Van Brunt

Recording Secretary