

Spring Ridge Conservancy Regular Meeting Minutes

March 21, 2017 @ 7:00 p.m. in the Visitor Center

Board Members Present:

April Rashell, President
Karen Ritter, Vice President
Fred Schumacher, Secretary
Bryant Meldrum, Treasurer
Marie Ayton, Member At-Large

Others:

Richard Gemmell, PMP
Victor Rocha, PMP
Joe Rzepka, Finance Committee
Jay Hartley, BrightView Landscape
Liz Van Brunt, Recording Secretary
Lauren Stanczyk, Rec Committee
April Hunter, Sharks Swim Team

See sign in sheet for owner attendance

I. CALL MEETING TO ORDER AND APPROVAL OF AGENDA

Meeting called to order at 7 p.m.

Motion to approve the Agenda. Bryant/Marie Vote: 5/0/0

II. GENERAL COMMUNITY ISSUES

BrightView Landscape – Jay Hartley finished the demulching and the mulching. Forsythia pruning started, then it snowed. They will finish the job in a week or so. The board asked that some of the yellow be left so there is some color. The tot lots were reviewed. An inch of top dressing is needed after raking. Prices were submitted, along with power washing of the pool deck. Jay requested that once the grass needs mowing to consider a T&N mowing to make the property nice for Easter. There are only two mowings scheduled in April.

Landscape enhancement designs are ready with prices. Jay and April will meet then a presentation will be scheduled with the board. Richard is making a list of lawn repairs from snow removal damage. Jay will look at it when done to see what they can do.

Committee Reports

Sharks Swim Team – April Hunter asked about the broken soda machines. They can be removed since they are not restocked and are often not working and the space could be better utilized. The vending company won't maintain them. The board asked about the kickboards since it seems they are only for the swim team but they are left uncovered and therefore available. April will look into a storage system for the boards. The community has a storage unit that is quite full with community and Rec Committee items. It could be cleaned out somewhat and/or a larger unit could be rented. Some of the documents being stored could be digitized. PMP said they don't have time to go through the stored papers. There are team items stored in people's homes that should be put in the unit. The office that Comstock is using can be used for storage once they move out.

Action: Richard will look into various size storage units.

Finance Committee – Joe Rzepka reported on the accounts. The checking is a bit above the FDIC but will drop as soon as the pool expenses come in.

Derrick McGee will attend the April board meeting to present on investments. The Finance Committee will have some questions for him. There are various Step Up CD investments. This is a little different than the regular CD market. The current balance vs the lowest balance was compared. Some money can be invested longer term. There is about \$700,000 that can be invested. A vote would be needed to make a change in investment policy. The plan would be compared to the Reserve Plan to be sure money is available when needed.

The board inquired if homeowners' payments are matching the new assessment rate. Joe will look at that. The board wants to be proactive in helping the homeowners avoid such payment issues.

Action: review if homeowners' payments are matching the increase. If not, more notice will be given to better communicate the change.

Recreation Committee – Lauren Stanczyk mentioned the change to the Keys night – it is moving from May to June. It is open to the whole community although it will be treated as a team night to enhance the community spirit. It could be a good community building event. People could wear Spring Ridge tee shirts and involve schools.

The Backyard Inflatables night was very popular. The manager was helpful in keeping the event for Spring Ridge residents only. People appreciated the event. This brought in kids of many ages which was nice. The committee will keep looking into such off site events.

Yard Sale will be in April this year rather than in May. Everything will be set up the same. Word needs to get out a bit more. It can be put on the electronic board now. Advertising has been increased a bit to get more traffic.

Action: post the spring yard sale date on the electronic board.

Resident Forum

Dawn Gould, homeowner, started a Meetup group for tennis called SOS (Shenanigans of Spring Ridge). There are 30 members and they want to reserve the tennis courts near the pool on August 27 and September 17 between 3-5 PM. The events are for Spring Ridge and some guests. Anyone can join the Meetup. They can put signs up the day before just letting people know of the reservation. If their RSVP number is low they will let the board know so they can release one of the courts.

LOUYAA/Alliance Soccer Club request – Amber Topovich requested days and times that don't conflict with any other known field usage from April 5, 2017 to May 31, 2017. They need the whole field from 6-7:30. If homeowners arrive the team has to move to ½ field. The parents know to park well on Spring Forest.

III. ASSOCIATION BUSINESS MEETING

A. Review of Minutes from the February 21, 2017 regular meeting.

Motion to approve the minutes from the February 21, 2017 Regular Meeting as presented.

Bryant/Marie Vote: 5/0/0

IV. MANAGEMENT REPORT

A. Neighbor Party

A party had a lot of rude community behavior. The police were called and a warning was given but nothing more was done. The security patrol will be told about this area for their route. The sheriff could be brought in to a board meeting to discuss what their protocol is for such disturbances.

B. Bush Fire

There was a fire in the woods near Iverson started by some teens. The area was cleaned up using community funds. PMP will get the fire marshal report.

On another point there is not a streetlight near the crosswalk at Iverson and it seems like there should be.

C. 6307 Remington Drive

Attorney Dave Grove has filed a complaint in the Circuit Court of Frederick County against the owners of this property. The essence of the complaint is that the house has become an ‘attractive nuisance’ and failure to comply with the Declaration and Covenants of Spring Ridge. The owner has responded via email to Dave Grove’s ‘complaint’. The homeowners have not taken responsibility for their house in years.

D. Work Orders

People can still fish in the ponds - the signs just warn people of danger.

Contractor	Scope of work	Cost and results
Deer Valley	Removed graffiti from newly poured concrete in new townhouse section	\$325.00
Express Signs	Fabricate 8 new danger signs for body of water on Newport and Spring Forest Road	\$228.96
Gardener’s General	Install 3 new common area trash cans	\$317.50
	Clean up common area bulk trash from an eviction	\$128
	Pick up a common area basketball system	\$239
Gardener’s General	Install a cable at the top and bottom of the old fire lane between Newport Terrace and Pine Ridge Terrace. Complaints were coming in about cars driving on it.	\$309
	Install new danger signs at the Newport Dr East pond	\$387
	Sanded graffiti from SF Rd playground	\$128

E. Social Media Policy

Samples of possible policies were collected. The board may want to consider a policy. If a board member responds on social media they need to disclaim they are responding as a homeowner rather than as a board member. Fred will take the list of options and come up with some possible resolutions that can be presented and discussed at the April meeting.

F. Playground Inspection

A bid was sought for re-fluffing and chipping the surfaces. Money is available for it in the budget. Other bids will be sought. It is needed every few years.

G. Comstock and Lennar

There are still projects needing to be finished at the new townhouse section. Lennar still pays for electricity, snow removal and landscaping. There are streetlights needing changed. There are still some unsold Comstock homes. The model home will be done in a few months. Their sales office will be in the Visitor Center until the model is done.

V. ACTION ITEMS

A. Visitor Center Window Covering

The semi-circular atrium window’s price is \$3,074.70 for custom shutters. The large square window’s price is \$3,421.88. The current shade should last through the year. The board tried less expensive options but they did not work. This can be paid by ‘other income’ such as Comstock rent.

Motion to accept the proposal for custom shutters as presented. Bryant/Karen
 Vote: 5/0/0

B. Storm Water Management Preventative Maintenance for 2017

Only three payments were made to Patriot last year because they didn’t do all the work contracted. They have had some business troubles.

Company	Scope	Pricing	Notes
Patriot Land	Quarterly maintenance of 32 facilities with routine maintenance. (April, June, August, October) Non-routine will be billed as a contract or time and material.	\$43,200	New mowing machinery makes for a more efficient mowing and reduction of labor time. Their number was reduced from last year
Wetland Studies and Solutions, Inc. (a Davey company)	Quarterly maintenance of 32 facilities with routine maintenance. (April, June, August, October) Non-routine will be billed as a contract or time and material.	\$46,500 annual or \$11,625 quarterly.	Ryan Schultz, formerly of Patriot, is now with Wetland. He has demonstrated himself as a good worker.
BrightView	Quarterly maintenance of 32 facilities with routine maintenance. (April, June, August, October) Non-routine will be billed as a contract or time and material.	\$47,156 Billed quarterly	Some items may need to be outsourced.

The board asked whether the price might go down if we contracted for two years. Another point was to have a one year contract to see how a new company performs before committing to multiple years.

Motion to approve contracting with Wetland Studies as presented. Karen/Bryant
 Vote: 5/0/0

C. Management Office Computer Needs

The current computer being used for pool passes is too old and slow. The plan is to take Victor’s computer to the pool and he would get a new one with 64bit Windows 10. The one

being looked at is an all-in-one. The 2017 budget has \$5000 allocated for new computers and software.

Motion for Victor to choose a computer up to \$2500. Karen/Fred Vote: 5/0/0

D. Tennis Court Reservation

The Meetup Group's request is to have at least one tennis court 'reserved' for her events. The dates are August 27 and September 17 between 3-5 p.m. Normally the tennis courts are 'first come, first serve.' It was mentioned that the attendees may attend to the Spring Fest after playing tennis together. That event is for Spring Ridge residents only. The board has never placed reservations on the tennis courts. The Meetup group is welcome to use them but a reservation isn't approved.

Motion to reject the proposal but the board is fine with the group using the courts.
Bryant/Karen Vote: 5/0/0

E. Cub Scout Clean Up

No one came to represent the group but the request is to clean up the parkway on Sunday April 9 between 1-2 PM. They have to stay off the road. There are some places that are more needed and safer places to be cleaned.

Motion to approve the Cub Scout clean up request with Richard, at his discretion, assigning them an area for clean up; and that the necessary parent to child ration is met.
Karen/Marie Vote: 5/0/0

F. Soccer Field Request

LOUYAA/Alliance Soccer Club is requesting permission to use the soccer field from April 5, 2017 to May 31, 2017. They are looking for Wednesday and Thursday evenings. They will pay the refundable deposit of \$300 and the User fee of \$250. The agreement will need to be signed along with the submission of a copy of their liability insurance.

Motion to approve the LOUYAA request and clarify which days are requested.
Karen/Marie Vote: 5/0/0

G. Pool Deck Power Washing

The pool deck needs washed. There are several bids. High Sierra outsources this work.

Motion to accept BrightView for the power washing of the pool deck. Karen/Bryant
Vote: 5/0/0

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:31p.m.

Respectfully Submitted,
Liz Van Brunt
Recording Secretary