

Spring Ridge Conservancy
Regular Meeting Minutes
April 18, 2017 @ 7:00 p.m. in the Visitor Center

Board Members Present:

April Rashell, President
Fred Schumacher, Secretary
Marie Ayton, Member At-Large

Absent

Karen Ritter, Vice President
Bryant Meldrum, Treasurer

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 6:54 p.m.

Motion to approve the revised agenda. Fred/Marie Vote: 3/0/0

II. GENERAL COMMUNITY ISSUES

Frederick County Sheriff - DFC Dan McDowell came to speak about underage drinking. At least one underage Frederick County resident is lost to alcohol related car accidents each year. He shared some county and state statistics. 27% of those 12-20 used alcohol in the last month. Binge drinking is 17%. When adults allow underage drinking on their property it becomes a criminal offense. The police want these incidents to be reported. The board inquired about a few parties where the police did break up the party but the youth did not have any repercussions. In Maryland small amounts of pot have been decriminalized so people may not be arrested. Alcohol use is a little more identifiable. Ingestion of alcohol is considered differently between Maryland counties. The police want to be involved so they encourage calls for service. As far as parents receiving punishment proof has to be found – it can be a \$5,000 fine along with criminal charges. New laws are being enacted within the state this year.

The board can post the statistics sheet on the community website. Many people think that there are no drugs and criminal behavior in the neighborhood but they are mistaken. The community is reminded to keep their cars locked as well as their houses and sheds. Many crimes are crimes of opportunity. Citizens On Patrol is a program that could be revitalized if there is community interest.

The signs that monitored the speed on Spring Ridge Parkway caught some information. It's not clear who requested those signs.

Morgan Stanley - Derek McGee came to explain the investment allocation options for the cash accounts. There are staggered CD maturity dates with many coming due in 2018. The Fed has

raised interest rates recently but it hasn't really affected CD rates. As an HOA, there are legal constrictions as to where the money can be invested due to risk limits. There isn't much sense in using very long term CDs since the rates aren't much higher. The one to 1.5 year rates make the most sense and allow a jump to a higher rate CD if the rates go up. The Finance Committee can look at the upcoming expenses to plan good timing with CD laddering. There will be asphalt work in the next few years. SRC has some Wells Fargo and Amex products so new items may need to be with other companies due to the FDIC limitations. Keeping liquidity and waiting for the market to increase is the current advice.

Derek explained Step Up CDs which are CDs that increase their rate at predetermined times. The bank is betting that the rates will be higher than they are offering at the various steps. The current policy limits us to maximum five year CDs. By extending the maturity date then these Step Up CDs become an option. By adjusting the policy now then action can be taken when a good option opens on the market. A restriction could be placed that limits the percentage of investment that is kept in this type of CD product. This protects the organization from a board locking the money up in long term commitments. There isn't a penalty to pull a CD early but the potential interest is lost.

BrightView Landscape – Jay Hartley reported the second mowing in April was done and shared a full schedule. Another mowing will happen next week. Curb and crack weeds will be sprayed tomorrow and at the next mowing they will be removed. While they die they will look brown and ugly but the leaves need to be sprayed and absorb the chemical to really kill the weed. TruGreen will apply fertilizer and weed killer. Some tire ruts were found in the soccer field. Jay will send a report for soil, seed and straw for repair. The Rec Committee asked if a mowing could be done about 3 days before an event. They have their dates already so they can let Jay know ahead of time. The board would like a presentation of the landscape plan at the next board meeting. The forsythia have been trimmed and the burning bushes won't be trimmed until the board approves. They were cut down too much last time.

Committee Reports

Sharks Swim Team – April Hunter reported that practices start May 30th from 6-7 p.m. for 10 and under and the older swimmers' session will follow that. Morning practices start on June 12 or 13th M-F 8-9 a.m. and 9-10 a.m. for the younger swimmers. Pre-team will practice less. There is a maximum of 30 swimmers for pre-team. The board explained that the team has to be out of the pool area the hour from 10-11 to the lifeguards can clean up the pool area. Staffing is good with some interviews still in process. The lane line reel will be purchased as soon as storage is determined. There is not a larger unit at the current facility where other SR items are stored. A climate controlled unit is necessary. There could be a cleanup day to remove items no longer needed. The board would need to approve separate storage for the Sharks. The Team will do some research on costs. The newest request is for a scoreboard for the community record breakers. The team can afford it; the issue is more of where to hang it. PMP will help find a good place to hang it.

A concession food truck will be brought in for the regionals swim meet. Using the guard room for regular swim meet concessions is not really ideal since it is not clean enough and having the food upstairs is not ideal either. Keeping the room clean can be included in the janitorial services contract. PMP will help encourage better maintenance of the guard room and refrigerator.

Recreation Committee – Lauren Stanczyk reported that the spring festival on April 8th was good but soggy. It was well attended – actually better than expected. The creative work-around for the egg hunt worked better than in the past. The committee co-chair will be moving soon. There are enough members but they are being spread thin. More members with younger kids will be important to keep a good transition going. The yard sale is April 29th but the rain date is not a date for a Goodwill pickup – they don't pick up on Sundays now. The rain date May 6th. There may or may not be an attendant for the Visitor Center parking spot coordination.

Finance Committee – Joe Rzepka reported cash is high but pool expenses will come in soon. Options for changing the investment policy are to limit the amount in a Step Up CD to perhaps 25% and allowing longer term CDs. Approval can be predetermined so when a good product comes along Morgan Stanley could make a move into a Step Up CD. The audit report review will happen soon. The Finance Committee will work on the exact wording for the new policy. The board will vote on this at the next board meeting when the full board is in attendance.

Resident Forum

No residents were in attendance

III. ASSOCIATION BUSINESS MEETING

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

Motion to approve the minutes from the March 21, 2017 Regular Meeting as is. Fred/Marie
Vote: 3/0/0

B. Review of Minutes from the March 27, 2017 executive session.

Motion to approve the minutes from the March 27, 2017 executive session as is. Marie/Fred
Vote: 3/0/0

IV. MANAGEMENT REPORT

A. Work Orders

Missing pavilion roof shingles were replaced. Some potentially dangerous common area trees were cut down. The soccer field nets were restrapped. The work on the entrance wall is part of contracted maintenance.

B. Social Media Discussion

Fred Schumacher volunteered to prepare a draft Social Media Resolution for the board.

C. Richard Succession Update

Victor is not interested in being considered for the manager position. A national and local search is on.

D. Pleasants Payment

They are fighting having to pay community assessments. The community lawyer will be pulled in.

V. ACTION ITEMS

A. Playground Wood Carpet Replacement

Additional wood carpeting needs installed at seven of the nine playgrounds. The amount of what was determined to be needed is quite different between companies.

BrightView	\$4,860	60 cubic yards	\$81 per cu. yd. material, labor and freight.
Playground Specialists	\$5,148.80	128 cubic yards	\$40.23 per cu. yd. material, labor and freight.

Playground Specialists will also be asked to make several playground corrections to some of the borders and install new replacement trash cans, etc. There is about \$6,000 worth of upkeep needed.

Motion to accept Playground Specialists' bid for playground carpeting replacement.

Fred/Marie Vote: 3/0/0

B. Draft Investment Policy Update

Recommending the wording of the current investment policy be amended to allow for the association to invest for a longer period, not to exceed 10 years. And that no more than 25% may be invested in the "Step-Up CD" program with Morgan Stanley.

Tabled until the May board meeting.

C. Probable Cause - 6138 Baldrige Cir

From time to time, resident(s) will refuse to correct a violation on their property. Regardless of the multiple letters that were sent, no correction efforts have been made. Violation notice – 3/06/2017 for lot maintenance issues then Cease & Desist notice – 03/20/2017 for lot maintenance issues.

The lot maintenance issues are: Storage of several items under deck (freezer, furniture, etc.), deck full of other materials and other debris/items. Fence needs repair and trash and other items left in front of the house.

Motion to give the homeowner fifteen days to fix the violations at 6138 Baldrige Circle or, if not resolved, a \$50 fine will be imposed then \$10 each day thereafter.

Marie/Fred Vote: 3/0/0

D. Tax Prep Letter of Understanding

Motion to have UHY be our tax preparer for the tax season of 2016.

Fred/Marie

Vote: 3/0/0

VI. ADJOURNMENT

There being no further business, the regular meeting was adjourned at 8:36 p.m.