

Spring Ridge Conservancy Regular Meeting Minutes

August 20, 2019 @ 7:00 p.m. in the Visitor Center

Board Members Present:

April Rashell, President
Karen Ritter, Vice President
Fred Schumacher, Secretary
Bryant Meldrum, Treasurer

Absent

Marie Ayton, Member At-Large

Others:

Victor Rocha, PMP Manager
Nadena Mowry, PMP Asst. Manager
Vinny Perella, PMP Project Manager
Joe Rzepka, Finance Committee
Brandon Lowe, PGC Landscape
Liz Van Brunt, Recording Secretary
Lauren Stanczyk, Rec Committee

See sign in sheet for owner attendance

I. CALL MEETING TO ORDER AND APPROVAL OF AGENDA

Meeting called to order at 7:00 p.m.

Motion to approve the Agenda. Bryant/Fred Vote: 4/0/0

II. GENERAL COMMUNITY ISSUES

Premier Group Realtors – Jesi Roman explained that they would like to give back to the community that has given so much to them. They are planning a costume exchange before Halloween. On Sept 22-29 they will have a collection bin at the Visitors Center for children's costumes and then the costumes will be available for people to choose from for free 5:30 – 7:00 p.m. on Sunday, October 6. They will also give out 100 trick or treat bags. If there are any costumes left they may schedule another pick up day the following Sunday.

PGC Landscaping – Brandon Lowe reported that the new island plantings are done. Dying plants were replaced. There were some trees with webworms that were taken care of. The grass is being mowed at 4 inches to help it not burn out. The islands are humped and smaller mowers are needed in order to not scrape the surface. PGC suggested that sod be used to fix the areas in front of the soccer field goals. They would like to rope them off as they water the areas and the roots set. Aeration and overseeding may be advised. PGC will submit pricing. The Recreation Committee will mark the field in early September. The fall festival planning committee requested 80 small pumpkins, 8 mums and some hay bale donations from PGC.

High Sierra – Ivailov and Monica spoke about the upcoming season end. On Labor Day the pool will close at 6 p.m. The logistical storage of all the chairs will be arranged. The adult pool party went well. This season went quite smoothly without accidents, fights or broken glass. The board noted that the pool staff set a good tone for the summer.

Boys Scout Eagle Project - Ty Lund explained the various projects they completed for his Eagle Scout remediation of the nature trail in Spring Ridge which included installing some stairs. He

shared before and after photos. A written certification is needed from the board stating completion. A thank you letter will be included.

Committee Reports

Recreation Committee – Lauren Stanczyk said they need to change the date of the Kids’ Concert with Mr. John to November 22. Photos with Santa will be December 14 from 9-11:00 a.m. There are 53 kids signed up for fall soccer which shows an upward trend. There were around 70 kids for the 4th of July bike parade (past years had 15.) There seems to be more younger children in the neighborhood than in the past. This will impact their budget request for next year. The Brew Bus tour will be Sept 28th and will cost \$15/person since they will use a nicer bus for a longer time. The committee will use the same waiver as before. The Boo Bash date is Friday, October 11 and registration is already open.

Finance Committee – Joe Rzepka spoke about a few minor corrections to the financial reports from PMP. The operating cash balance is low partly due to seasonal items but some cash needs transferred from other accounts. The budget meeting will be Thursday, September 12 at 6:30 p.m.

Pool Committee – no show

Resident Forum

A resident asked if the board would consider adding a gaga ball court. It is played on a cement slab with a 3 foot wall of wood slats around it. The board suggested the resident work with PMP on getting bids and determining a site.

III. ASSOCIATION BUSINESS MEETING

A. Review of Minutes from the July 16, 2019 regular meeting.

Motion to approve the minutes from the July 16, 2019 regular meeting as is.

Karen/Fred Vote: 3/0/1 April abstained as she was absent.

IV. MANAGEMENT REPORT

A. Extra Duty Officers

There seemed to be less activity, perhaps due to the heat.

B. Violation Summary

There is an extra person helping with the violation inspections. There is also some software that helps consolidate and organize the photos and notes which the staff is learning how to use. More violation notices have been sent out. Some residents respond with thanks for the reminders of items that need to be maintained.

C. Asphalt and Sidewalk Work

Asphalt and concrete work will be starting in the community on August 26th. Ridgefield Lane will be the first street where work will be done. O’Leary distributed flyers informing homeowners about the work that will be done.

D. County Curb and Sidewalk Work

Frederick County will start curb and sidewalk work in August. PMP is working with both the county and their contractor to find out what work will be done, when and that there will be no work overlap.

E. PGC Grass Height

Grass in drier weather conditions should be cut between 3.5 and 4 inches. Management asked them to use push mowers to cut the islands to avoid harming that grass. Depending on weather, PGC also proposed to skip mowing for a week to allow the grass to recover. The board noted that the Newport Terrace townhouse common area grass needs some extra care and restoration. Some of the trees that were planted during construction need thinned out. Some discussion of the recent island plantings.

Action: Victor will ask PGC to get a proposal for some ground cover on the Newport Terrace hill and grass remediation.

F. Common Area Work Orders

Some discussion of the house at 6135 Fieldcrest Ct that seems abandoned. It seems to be in foreclosure.

Contractor	Scope of work	Cost and results
Gardner's General Contractor	-Removed bulk trash at 6135 Fieldcrest Ct. -Emptied 2 trash cans, drill holes for large umbrellas at pool; - Miscellaneous pool and locker room repairs: - Repair Fence due to fallen tree from common area	\$345 \$126 \$2,054 \$234
High Sierra	-Spring Opening Supplies -New Caul/RegROUT skimmer throat, etc. -replace two coping stones	\$2,253.59 \$909 \$290
Wetland Solutions	-Drainage improvements bannister and Fleetwood -Drainage improvements bannister and Fleetwood -Bellevue Ct easement inlet maintenance repairs	\$2,084.58 \$625.30 \$1,400
All Branched Out	-Completion of tree pruning at Newport Dr. East and West. – Pruning work behind townhouses at several locations.	\$10,200
Criterion Inc.	-3 New large umbrellas and small umbrella bases.	\$6,499.22
Kolb Electric, Inc.	-repair 3x4 fixture in locker room	\$273.55
M&M Electric Motors	-Piano pool pump repair	\$40
Margarito Dorantes	-Replaced soccer field fence final payment -removed dead white pine Spring Ridge Parkway	\$8,850 \$400
Randy's Tree Removal	-Baldrige Cir, removal of a large pine damaged by a storm.	\$800

G. Comstock

The house building is almost done and Comstock will move out. The common areas will become the community's responsibility at that point.

H. Reserve Transfer

\$31,748.28 was moved from common area reserves to pay for 50% of the new playground at Ridgefield Circle.

V. ACTION ITEMS

A. Lifeguard Bonuses

Stephanie Flynn provides a list of lifeguards that should receive a bonus for 2019. She divided them by tiers. Last year bonuses totaled \$3,500. It is suggested to be \$3,600 this year. The board recommended that the total be \$5,000 since the crew was very good. The distribution is up to Victor's discretion. The board asked for the hours worked and the staff notes to provide more back up in deciding the distribution. It needs to be clear to those who didn't get bonuses as to why, such as being frequently being late to work, not taking care of trash or doing any extra help.

Motion to increase the lifeguard bonuses to \$5,000 with Victor having the discretion to distribute the funds. Karen/Fred Vote: 4/0/0

B. Budget Workshop

Management suggests Thursday, September 12, 2019 at 6:30 for the budget workshop.

Motion to hold the budget workshop on September 12 at 6:30 with dinner provided. Karen/Bryant Vote: 4/0/0

C. Labor Day Pool Guest Requests

Management received 6 requests from residents asking for authorization from the Board to allow them to bring guests to the pool on Labor Day. The residents are asking for a total of 15 guests to be allowed to enter the Pool. Requests are in order of submission.

Felicia Gudat: 1 guest, Karen Ritter: 4 guests, Veni Buttar: 1 guest, Ashley Boumel: 4 guests, Mary Weaver: 2 guests, Debra Boyer: 3 guests

Motion to accept the request for the pool guests on the Labor Day holiday. Bryant/Fred Vote: 4/0/0

D. Guest/Visitor Parking Spot Usage Policy

Management is having problems enforcing a guest/visitor parking policy for parking spaces that were "assigned" for guest/visitor parking on townhouse streets where assigned parking was implemented. Homeowners constantly park their extra vehicles in those spots, fight with each other about the spots, and demand PMP does something to resolve the problem.

PMP posted flyers asking residents to respect parking policies; directly called some of these homeowners to stop parking cars in the visitor parking spaces; and asked the towing company to tag and tow the cars that have been identified as the violators of such policy.

Unfortunately, the issues that PMP has enforcing a guest or visitor parking policy are that they cannot differentiate guest/visitor vehicles from the resident vehicles, residents are parking their vehicles in these spots after 5 p.m. and on weekends when they cannot enforce the policy; and residents that complain about other residents parking their vehicles in those spots are guilty of doing the same thing.

Management is asking the Board to eliminate the guest/visitor parking policy and change the spots into overflowing parking spots where the rule is first come first served. However,

vehicles cannot be parked in these overflowing parking spots for more than three consecutive days. The guest parking markings will be removed.

Motion to change the guest parking in the assigned parking lots to open spaces which are first come first served. Karen/Bryant Vote: 4/0/0

E. Halloween Costume Collection

On Sept 22-29 Premier Group Realtors will have a collection bin at the Visitors Center and then the costumes will be available for people to choose from for free 5:30 – 7:30 on Sunday, October 6.

Action: Nadena will check that the Visitor Center is available on these dates.

Motion to approve the Halloween Costume Collection as proposed for Sept 22-29 with distribution on Oct 6 from 5:30-7:30 p.m. Karen/Fred Vote: 4/0/0

F. Recreation Committee Requests

There is a change to the date of the Kids' Concert with Mr. John to 11/22. Photos with Santa will be 12/14 from 9-11:00 a.m. The Boo Bash date is 10/11.

Motion to approve the Recreation Committee dates as proposed. Karen/Bryant
Vote: 4/0/0

G. Cash Reserves

The Finance Committee recommended moving \$100,000 from the contingency fund to operating funds to help cover some larger bills.

Motion to approve moving \$100,000 cash from the contingency fund to operating funds; and moving any extra funds back if not used. Bryant/Fred Vote: 4/0/0

H. Labor Day Closing Time

The pool is often closed early on Labor Day since the lifeguards have to go to school the next day and there is much work to be done to close the pool such as move all chairs to storage, etc.

Motion to close the pool at 6:00 p.m. on Labor Day. Bryant/Fred Vote: 4/0/0

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 8:18 p.m.

Respectfully Submitted,

Liz Van Brunt
Recording Secretary