

Spring Ridge Conservancy Regular Meeting Minutes

February 18, 2020 @ 7:00 p.m. in the Visitor Center

Board Members Present:

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

Others:

Victor Rocha, PMP Manager
Nadena Mowry, PMP Asst Manager
Vinny Perella, PMP Project Manager
Liz Van Brunt, Recording Secretary
Matt Lanctot, Finance Committee

Absent:

Michael Casagrande, Treasurer

See sign in sheet for owner attendance

I. CALL MEETING TO ORDER AND APPROVAL OF AGENDA

Meeting called to order at 7:01 p.m.

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

II. GENERAL COMMUNITY ISSUES

Wetlands Studies and Solutions – Scott Green spoke about the recent studies they and the county did in the neighborhood. They have been in communication with the Frederick County project manager. The county determined there are eleven storm water management areas that they will retrofit, and ten sections of streams that they will restore, in two to three years. Wetlands will keep up with maintenance for the county-selected retrofit locations and do more work on the other areas. They will share a map that labels all of the storm water management areas.

Some of the problems are aluminum debris catchers which aren't working. Not only will the collected debris be removed but also some of the nearby plants that will become debris in future storms. Some outflow structures and plunge pools need updated with rip rap or be regraded. Some items need to be painted with anti-rust paint. Stone will be repurposed wherever possible. The goal is positive drainage. They have created a quarterly mowing/maintenance plan. The board requested that a sign be posted that states no climbing on the SWM units.

Some discussion of the two Bannister Drive storm water diversion options. There is a SWM easement behind the properties. A swale would be installed and inlets could be placed at every property or just at the end. There are trees, sheds and fences that encroach on the easement. Multiple inlets would help reduce the potentiality of a blockage flooding all the properties. There will be trees removed. The trenching construction will use most of the easement during construction and the swale may take more. The board inquired about subcontractors that might work on the project and about getting a few quotes.

Action: The board will plan communications and perhaps hold a meeting where the engineer will attend to explain the various aspects of the projects to homeowners impacted along with Quinn Road homeowners. The easement was recently discovered.

Action: The ACC approvals will be cross referenced with the sheds and retaining walls that are on the easement.

Committee Reports

Finance Committee – Matthew Lanctot shared details on the recent committee meeting with PMP. There could be a change in banks due to one being bought by another. The reserve study would need to be done this year in order to use it next year and stay in the correct timeframe for repairs. Some small adjustments were made to reports and a few items were flagged and given to Victor for review. He suggested a few shorter CDs to take the best advantage of rates and adjust the laddering so that CDs will be maturing most every month. The option to not have coupon books can be explained to the homeowners. The cost to the HOA can be shared and an incentive could be given.

Resident Forum

A resident inquired about storm water management near the community path. PMP responded that this is on the county list of ones that they will retrofit. Although it will take a few years until they get to it. In the meantime the HOA will receive a proposal to address maintenance requirements.

A question was raised about trees that were removed and not replaced. Trees are not always replaced in the same area due to that area not being ideal for trees. Most ash trees were removed and ninety were replaced. Cherry and maple trees were removed due to decline. Many have not been replaced since there is a plan to make the parkway more like a boulevard without trees in the median since medians are not a healthy place for trees.

A question was raised about replacing tennis court and basketball nets. That happens in the spring when the weather is better. Some trash is not being collected in community areas. Management will notify the refuse company. There is a full inspection of the whole community every year for repairs and violations. The board and management appreciate the extra eyes on the property and reports of issues from homeowners and residents.

It was suggested that signs could be posted at ponds and streams warning about not walking on ice.

III. ASSOCIATION BUSINESS MEETING

A. Review of Minutes from the January 21, 2020 regular meeting.

Motion to approve the minutes from the January 21, 2020 regular meeting as is. Marie/Fred
Vote: 4/0/0

IV. MANAGEMENT REPORT

A. Soccer Field Use

The Board approved, via email, the use of the soccer field on Tuesdays, Wednesday and Thursday evenings from April 6 through June 6, for the Recreation Committee Tee ball league.

B. Deer Mitigation Program

Twenty deer were removed this season. This is eight more than last year.

C. Work Orders

Contractor	Cost	Scope of Work
American Roots Inc.	250.00	Removed ornamental grasses & grade. Transplant grasses above wall @ VC
Criterion Inc.	621.00	Umbrella and chaise repairs
Dixie Electric Inc.	71.25	Took down clocks at pool, gave estimate for power to shed
Frederick Air Inc.	38,258.00	HVAC installation work last 50% - paid from reserves
Gardener's General Contractor, Inc.	871.50	Re-stenciled tick marks @ parking lots on Briarcliff Wy/Ln and Cliffside Ter.
	88.50	Ridgefield Dr. - emptied trash can at trail entrance
	2,159.00	Belhaven Ct. Birchwood Ln/Ct. Re-stenciled marks @ parking lots
	88.50	Newport Dr. - policed for loose trash
	63.00	Claridge Dr N - emptied trash can
	341.00	Installed mailbox base
	116.00	Flagstone Ct - Picked up loose trash
	60.00	Briarcliff Way - mailbox 1/13/2020
	365.00	Baldrige Dr. - painted assigned parking space numbers
Kolb Electric, Inc.	400.52	Installed 20 amp receptacle under desk & conduit work
Margarito M Dorantes	1,500.00	Removed hazardous tree w/ vines over path
	542.50	Repaired fences @ soccer field & Briarcliff
	232.50	Removed trash @ Baldrige & pallet @ Newport Pl. & landfill fee
	25.00	Removed 2 Christmas trees at Newport Ln.
PGC Landscape	1,899.60	Installed rock @ SR. Pkwy. & Ridgefield Dr. entrance medians
Purofirst	1,639.20	Purofirst of Metropolitan - Invoice #2020-0024-E
Tri-County Plumbing	293.55	Installed New Garbage disposal @ VC

D. Violation Summary

Some discussion about a house with a sidewalk that goes to the back of the house and seems to not be up to community standards.

V. ACTION ITEMS

A. Audit and Tax Preparation

The audit price is \$3,800 and the tax return preparation price is \$495. A letter of engagement with UHY needs to be signed.

Motion to approve the audit and tax preparation.

Karen/Fred

Vote: 4/0/0

B. Storm Water Management

Wetlands Solutions submitted several proposals to address the following matters: Quarterly maintenance which is part of the PM SWM (storm water management) contract, four proposals for needed repairs to SWM areas and one proposal to address County correction requirements.

Quarterly SWM maintenance: \$13,000 (of the \$52,000 yearly contract).

Repairs to SWM areas: SWM Facility #41- \$725

SWM Facility #99- \$850

SWM Facility #183- \$2,250

SWM Facility #184- \$2,500

SWM Facility #464- \$725

Total: \$7,075

SWM area repairs required by the County: facility #458, 459, 463, 1045 = \$17,350. The board agreed that these must be done. Some discussion of the maintenance contract being shopped around. Spraying for Johnson grass is a separate cost.

Motion to approve the proposed repairs for a total of \$17,350 and \$7,075.

Karen/Marie

Vote: 4/0/0

Action: Management will ask for more quotes for the maintenance of the SWM.

C. Towing Issue

Cars parked on HOA private roads without a license plate are subject to towing.

Motion to tell the homeowner who was recently towed that the HOA is sorry, but the parking rules were enforced correctly.

Karen/Fred

Vote: 4/0/0

D. Visitor Center HVAC Maintenance Program

The quote for the maintenance was too high.

Action: management will get more quotes for maintenance of the Visitor Center's HVAC.

E. Reserve Study

If the study is updated this year then the work will stay on the recommended five year schedule. Some items will need to be added to the study this time. The projects need to better describe the work that needs done. Prices for a 'walk through' versus an 'update' will be sought by Victor. Including photos in the reserve study is preferred.

Motion to approve the reserve study to be done in 2020.

Karen/Marie

Vote: 4/0/0

Action: Victor will inquire about the price differences between a 'walk through' versus an 'update.'

F. CD Investments

The Finance Committee recommended these CD investments for reserves and other funds: a 6 month CD for \$200K and a 9 month CD for \$100K

Motion to approve the recommendation to invest \$200,000 in a six month CD at 1.65% and \$100,000 in a nine month CD at 1.65%. Karen/Marie Vote: 4/0/0

G. Bannister Dr. and Fleetwood Way Easement

Wetlands Solutions has completed a survey and has created engineering plans for the corrections needed to the easement at Bannister Dr. and Fleetwood Way. The board will have a meeting with the homeowners once the details are fully known.

Tabled until more details are collected.

Action: get prices from Wetlands and for other subcontractors for this proposed work.

VI. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully Submitted,

Liz Van Brunt
Recording Secretary