

Spring Ridge Conservancy, Inc.

November 1, 2018 Annual Meeting
Spring Ridge Visitor Center
7:00 p.m.

Quorum: According to the By-laws, quorum is 1/10th of each Class of membership.

Class A – single family and townhomes 1432 @ 10% = 143 votes (180 received)
Class C – condos and senior apartments 452 @ 10% = 45 votes (51 received)

Based on the number of owners required in the By-laws, a quorum was achieved.

Board Member's Roster:

<u>Name:</u>	<u>Office</u>	<u>Term</u>	<u>Present/Absent</u>
April Rashell	President	11-2018	Present
Karen Ritter	Vice President	11-2019	Present
Bryant Meldrum	Treasurer	11-2019	Present
Fred Schumacher	Secretary	11-2020	Present
Marie Ayton	Member at Large	11-2018	Present

I. APPROVAL OF MINUTES

Motion to accept the minutes for the Annual meeting dated November 2, 2017 as presented.

Karen/Marie Vote: 5/0/0

Motion to accept the October 16, 2018 regular meeting minutes as presented.

Marie/Karen

Vote: 4/0/1 Bryant abstained since he was not present

II. ROLL CALL AND QUORUM ESTABLISHMENT

The sign-in sheet and proxies add up to quorum.

Motion to move to dispense with roll call since quorum is met.

Karen/Bryant

Vote: 5/0/0

III. PROOF OF NOTICE OF MEETING:

Proof of the announcement for the Annual Meeting is available in the Correspondence Section of the management report. The Call for Nomination letter and nomination form was mailed out on September 1, 2018. The official notices, ballots, proxies, and proposed 2019 budget were mailed out to each unit owner on September 28, 2018.

IV. REPORT FROM THE OFFICERS

A. Board President

April Rashell reviewed the major expenses from last year. The winter had a light snow season and leftover funds will be put aside for the next season. Repairs to sidewalks and some townhouse parking lots were made. Pool repairs were made and the season went quite smoothly. The lap pool

was opened to young swimmers again this past season. Wetland Solutions assessed and implemented plans, many of which are on-going to work with water run-off and storm water management systems. Some playgrounds were improved and one was replaced. PGC is our new landscape company and, although challenged by the wet season, did a very good job. A tree replacement program has started due to the necessary removal of diseased trees. The HVAC system in the Visitor's Center is being fixed to remove some issues that caused mold buildup. More townhouse roads and parking will be worked on next year. April thanked all the volunteers and the PMP staff for their dedication and efforts to keep the community functioning and presentable.

V. NOMINATIONS FROM THE FLOOR

Motion to open the floor for nominations. Karen/Bryant Vote: 5/0/0

No nominations were received.

Motion to close the floor to additional nominations for 2018. Fred/Karen Vote: 5/0/0

VI. CONDO ASSOCIATION UPDATES

A. Spring Ridge Condo

The representative from Spring Ridge Condo was not in attendance.

B. Hampton Court Condominium

The representative from Hampton Court Condo was not in attendance.

C. Hampton Court II Condominium

The representative from Hampton Court Condo II was not in attendance.

VII. COMMITTEE REPORTS

A. Recreation Committee

Lauren Stanzyk thanked the board and PMP for their support for all the events this year. She also thanked the committee for their efforts. They are asking for the same budget amount as last year in order to provide the community with free events. Many events came in under budget and were well attended. The yard sales will be repeated next year. A Back Yard Inflatables event will be held during the winter. There was a high school volunteer who organized the July 4th Bike Parade where funds for a charity were also raised.

B. Pool Committee – The committee is moving forward with plans for next season.

C. Neighborhood Watch Committee – No representative was present.

D. Sharks Committee – No representative was present.

E. Website Committee

Mark Perry reported that the site has been completely rebuilt on a new platform. The site pays for itself. Alerts can be posted on the site. There were 5,367 users and 22,050 page views since its inception this year. There are 1054 online newsletter subscribers. History: 2017 Revenue \$136.74,

2017 Revenue \$147.59, 2016 Revenue \$171.25, 2015 Revenue \$714.25, 2014 Revenue \$227.42, and 2013 Revenue \$199.81.

F. Finance Committee

Michael Casagrande will share the budget numbers during the Action Items section of the meeting.

G. Architectural Change Committee

Approved applications: 112
 Denied applications: 2
 No action taken - lack of information on application: 2
 Grand-fathered in (previously installed): 0
 Total applications reviewed in 2016: 116
 There are currently 4 members on the committee.

VIII. MANAGEMENT REPORT

A. Extra Duty officers

Here is a comparison report for the past five years.

January – October 24, 2018	<u>Citations and Civil Citations</u>	<u>Warnings</u>	<u>SERO</u> (safety equip repair order)	<u>Arrests</u>
	2018- 24	2018- 109	2018-0	2018-7
	2017-16	2017-86	2017-3	2017-1
	2016-26	2016-132	2016-2	2016-1
	2015-17	2015-83	2015-8	2015-5
	2014-2	2014-77	2014-3	2014-1

B. New Homeowners

There are 100 new members this year so far which represents about 7% of all units. There are a total of 1455 single family and town homes in Spring Ridge. The breakdown between new single family and townhomes are: 46 new owners of townhomes and 54 of single family homes.

2017 - Homes 1433 – 72 new members (5% of 1433): 40 Townhome – 32 Single family homes.

2016 - Homes 1432 – 87 new members (6% of 1432): 51 Townhome – 36 Single family homes.

C. Reserve Study

These are planned upcoming expenses covered under reserves.

Components	Estimated replacement Cost
Concrete sidewalks and driveway aprons. (ongoing projects)	\$31,324
Asphalt Restoration Townhouses	\$144,825
Asphalt footpaths (was scheduled to be completed in 2018)	\$142,758
Asphalt Visitor Center Parking lot (will be complete in 2019)	\$72,023
Main pool white coat total replacement	\$106,511

IX. ACTION ITEMS

A. Proposed Budget for 2019

Michael Casagrande ran through the budget report. There is an increase to the budget by 2.4% due to some of the water issues and upcoming asphalt repairs. The top five expenses are the same as in the past: community management, grounds maintenance, trash removal, pool management and common area electric for a total of 72.9%. Reserve funds are good. Some large expenditures are planned for 2019. New this year is a contingency reserve that will help buffer other reserves and inflation. Balances for all the reserves were shared. Michael shared that all the funds are well accounted for. There is a reserve study from which the committee makes determinations of funding projects. This helps keep the community well maintained and avoids special assessments. There has never been a special assessment in the 30 years of the community.

Motion to approve the budget for 2019 as presented. Bryant/Marie Vote: 5/0/0

B. Deferred Assessment Resolution

Each year this statement is recommended by the auditors.

“Resolved, that any excess of membership income over the membership expenses for the year ending December 31, 2018, shall be applied against the subsequent tax year membership assessments as provided by IRS Revenue Ruling 70-604.”

Motion to approve the deferred assessment resolution as recommended. Karen/Bryant
Vote: 5/0/0

X. OPEN FORUM

A homeowner inquired about the Bradford pear trees removed from the condos that have not yet been replaced. The board responded that replacement has been planned for the spring. The board is using a sustainable mixture of trees so one disease won't wipe out so many at one time. One part of the delay is that there are fewer large trees available for replanting due to weather issues the past few years. Many trees are over 30 years old in the community.

A question was raised about repairs to Spring Ridge Parkway. It is a county road and there are markings for repairs so it looks like work will start soon. Contact the county for further questions about their schedule.

A question was asked about installing more community trash cans. If a resident sees an area that needs a can all they have to do is let PMP know.

A question was raised about having a crosswalk across Spring Ridge Parkway at Remington. PMP will submit a request to the county. For Newport and Spring Ridge Parkway there is not a sidewalk to connect to so it is unlikely that the county would install one there.

XI. ELECTION RESULTS

The announcements for the new board members were made:

April Rashell and Marie Ayton have been elected through November 2021.

XII. ADJOURNMENT

There being no additional business to be conducted, the 2018 Annual meeting adjourned at 7:46 p.m.

Respectfully Submitted,

Liz Van Brunt
Recording Secretary