

## HOA of Annapolis Preserve Quarterly Meeting Minutes January 30, 2017

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Present: David Berkey, Angela Novosel, Arch Blocher, Heather Higdon, Jim Biles (ComSource), Tamyla Abraham, Bola Fashokun, Ron Moser

Residents: Nate Novosel

Meeting started at 7:02 pm

Meeting adjourned at 9:01 pm

Frequency: Quarterly

Meeting Agenda: Approved unanimously by the board

### **Call to Order:** St. Stephen's Episcopal Church (Dave Berkey)

### **Secretary's Report:** Consideration of Minutes (Angela Novosel)

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- 1) Minutes will be posted in drop box folder that Angela will set up from now on.
- 2) Location to drop box will be set up under Annapolis Preserve email address so that it is owned by the community
  - a. Motion made by Angela
  - b. Approved unanimously
- 3) Next meeting April 17<sup>th</sup>
- 4) Special executive session for the spring and tot lot upgrade will be in March

### **Treasurer's Report** (Heather Higdon)

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- 1) Status of delinquencies
  - a. 16 outstanding
  - b. Notices will be sent out to all homeowners including the late fee – Jim sent
- 2) When do the delinquencies go to collections?
  - a. Will wait March
- 3) 2016 Account balance surplus was \$7,2606.69
  - a. Will move to general operating fund
- 4) Financially healthy association
- 5)

### **Spring makeover – defer to next meeting**Property Management Report (Jim Biles)

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1.

### **Landscape and Grounds Committee Report** (John Basto)

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1. 25 Emerald Ash Tree Removal – Review of Estimates
  - a) Questions on the table:
    - i. Should we just remove the trees (remove, grind, level, and sod/seed)?

- ii. Should we both remove the trees and replacement them with other trees?
- iii. Should we just remove and replace in all the common areas only?

Response: Communicate that we are removing the trees (i)

Motion by: Angela to write the letter

Seconded by John

Approved: unanimously

b) Insert the table from John

c) Communication:

i. Notify the community in general

ii. When a tree is on a specific homeowners lot then we will let them know that we will sod over the tree.

d) Consideration for homeowners curb appeal so that we don't leave blank spots on homeowners homes

e) Past history – the county made us put in trees in those areas

2. National Tree Discount Service Total bill \$1500, to remove 25 trees not to exceed \$3000

a) Motion to approve made by Angela

b) Seconded by John

c) Approved: unanimously

3. Curb Repair

a) County has said that they will repair it before March 17<sup>th</sup> 2017

b) Contact name: Alfonso

c) Unknown what the total final repair area will be as it has not been defined by the county, but should cover the entire community

d) John will call and remind them to follow up

e) Work order number: 5726

4. Street Lights have been fixed

5. Werrlein home – request from a homeowner where a tree has fallen over the yard and into the pool area. The tree fell over from the woods.

a) When a tree falls on your property from not your property the moment it falls on your property it becomes your responsibility to remove.

b) Board discussed at length what would be best to do as the community is a largely wooded but the board cannot set a precedent that it will remove or recognize the damage created by the tree for all the trees that may fall from now into the future.

c) Motion: to communicate to the Werrlein what was the result of the boards conversation and decision both personally and as a letter

i. Motion made by; Angela

ii. Seconded by John

iii. Approved unanimously

6. Possibly big tree that could damage up to 3 homes from Jim's observation but is on county land

a) 60 ft. or larger

b) Considerations for the board: precedent, the rules of law, insurance policies each homeowner has

c) Motion to write a letter to the community that clarifies what is Annapolis Preserve Common area and county land so that it is clear to the community that it is each homeowners responsibility to deal with trees that fall on the owners land. In addition, if the homeowner notices that there is a tree that is at risk for falling they can petition the board for permission to have the tree professionally cut down.

Secondly, the letter should clarify that the community is a largely wooded but the board cannot set a precedent that it will remove or recognize the damage created by the tree for all the trees that may fall from now into the future. Included in the letter will be a map.

- i. Motion made by: Angela
- ii. Second by Ron Moser
- iii. Approved unanimously

7. Tot Lot Upgrades

a) Considerations:

- i. Use lighter colors because the sun bleaches the color
- ii. Should we just replace the obstacle course and use McFall and Berry to replace the mulch
- iii. Update the sign
  - (i)
- iv. Motion: To remove the seesaw, replace the obstacle course with a super version that will become the center piece, update the swings, and remove the spring horses. Also include the playmate mulch to create a safe and cushioned area for the play area with a border as well as seating area. Finally, update and include a sign with the rules of the playground.
  - (i) Motion made by: Angela
  - (ii) Seconded by Ron
  - (iii) Approving: unanimously approved

### Architectural Control Committee Report (Ron Moser)

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No report

### Property Management Report

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- 1) County will give us an evaluation for the asphalt for the community (told Jim back in November)
  - a. Jim to follow up
- 2) McFall and Berry report – cleaning up the front entrance before Christmas –
  - a. John says they did a good job and the areas were nice
- 3) Next year – Christmas decorations?

1.

### Communications Committee Report (Arch Blocher)

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- 1) New directory going out
  - a. 11 properties have turned over in the last 2 years
  - b. Only received updates and confirmations from ½ of the community
  - c. Format and content is the same
  - d. Section added to traffic laws
  - e. Expanded the reporting of street lights
  - f. Take a week to get printed and distributed

## **Social Committee (Tamyla Abraham)**

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1. Sheryl – will coordinate the summer party

## **Action Items**

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- 1) Letter communicate that the ash emerald trees will be removed and at a later date as part of the beautification of the community we will look to replace where it makes sense. The removal of the trees will include the leveling, grinding, and sod/seed. Letter should also include the name of the company for homeowners to expect and that we will mark the trees that will be taken down.
  - a. Trees are dead, diseased
  - b. Dave to write
  - c. A printed version of the letter will be delivered to the individual homeowner
- 2) John Basto will mark the trees that are coming down
- 3) Researching and confirming the county conservation lines vs the common areas map for distribution and notification to the community
  - a. Dave will write to send to the board
- 4) Letter to the community about the tree policy
  - a. Dave
- 5) John and Dave to talk to the Weirlein's this week