

VILLAS AT FIVE PONDS BOARD MEETING

By ZOOM

October 20, 2020

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Tina Talansky (TTa), Amy Wert (AW). **Absent:** Merle Neulight (Scribe)

RR: Opened the Zoom meeting at 9:06 am.

I. PRIOR MINUTES

- A. JM: MOTION:** Accept the submitted minutes from September 22, 2020 as presented. **TTa:** 2nd All Approved 5-0.

II: FINANCIAL REVIEW

A. Delinquency Report

- a. **AW:** As of today, no delinquent that need Board action today.

B. TREASURERS REPORT

- a. **MS:** Three resales totaling \$9,000.
- b. **MS:** \$14,292 for legal fees associated with the Water Authority action (account 6341).
- c. **MS:** \$1,597 AM Mechanical for winterizing and new faucet install (6541).
- d. **MS:** C&N Bank account over FDIC max issue due to the recent bank consolidation. Verifying that the customers have 6 months to make changes. **AW: ACTION:** Will obtain a letter of verification. **MS** asked to have Erica at Continental Property Management (CPM) search for a new bank for Money Market Funds to move out of C & N Bank.
- e. **MS:** Corporate Taxes being accrued too high and will be adjusted by year end.
- f. **MS:** Capital One CC rebate is over \$2,000 in October.
- g. **MS:** Received \$480 check from Total Turf (TT) for the sidewalk repair caused by landscaper.
- h. **MS:** Presented Reserve and Capital Account amounts through September.
- i. **MS:** Worked with Brian at CPM to adjust the Reserve for the roof shingles from 30 years to 25 years. Combined several accounts in reserve items. Further review of the line item details is necessary. **PL:** Noted that the painting of the clubhouse was put on the Capital Account and not on the Reserve line. **MS: ACTION:** Will follow up with CPM.
- j. **MS:** Contract with Berardelli pushed back one year; need final paperwork to confirm.
- k. **MS:** Board met between the last meeting and today and voted to approve the budget in 2021 which was increased from \$250 per month to \$260 - \$6.50 from last year's carryforward and the balance of \$3.50 will be adjusted to the Reserve.

III: LANDSCAPE

A. Owner Requests for Approval

- a. **PL:** xxx Villa-Request to install a new roof to replace defective roof. Did not specify color in request. Discussion on length of warranty on replacement and manufacturer of shingles. **AW: ACTION:** Will contact roofer for the right color and type of shingles to match, then communicate with homeowner on the types/color. Need appropriate vendor insurance as well.
- a. **PL:** xxx Fairway-landscaping all appropriate for Rules list-approved.
- b. **PL:** xxx Clubhouse-landscaping change accepted but only if the homeowner puts in a dwarf red maple.
- c. **JM:** Asked about xxx Fairway approval. It has been edged as requested. It is now in an approved state.

B. Warminster Code Violation and other Quotes

a. Open Quote

- i. **PL:** Violation for VFP was noted from Warminster code officer regarding a tree that overgrew onto a Cloverly resident's property that possibly could have fallen. Quote received from TT for \$2650. Board decided to ask for additional quotes. **AW: ACTION:** Will inquire for additional quotes.
- ii. **PL:** Quote to do slit reseeding in distressed areas in the development - \$3,080. Discussion regarding the six grass fertilize orders in our contract versus four for most other associations to reduce costs to help cover these kinds of annual costs. **PL: ACTION:** Will review contract with Dan going forward. **PL: MOTION:** Accept seeding quote, **TTa: 2nd** Approved 5-0.
- iii. **PL:** Previously approved quotes still outstanding in the neighborhood (3). **AW: ACTION:** Will follow up with TT as to timing.
- iv. **MS:** Spoke with the sons of Dan, the owner of TT, (the sons work for TT), regarding the extension of the TT contract for an additional year since the level of service this year was much less than we have come to expect. Need further discussion.

C. Ground Maintenance Schedule

- a. **PL:** All actions are behind due to TT labor issues.

IV: MAINTENANCE SCHEDULE

- A. **PL to RR:** Need to schedule the fire pump testing cycle
- B. **RR:** The CO2 detector batteries have all been changed.
- C. **PL:** All other items taken care of on the list.

V: OPEN ITEMS

A. Clubhouse, Gym, Misc. Items

- a. **MS:** Will, from the cleaning company, will take the wicker furniture in this week. Ed's TV is working on the sound system issues in the Ballroom. Kaiser is doing some touch up painting in the Ballroom. Same with fixing some wallpaper issues. AM Mechanical finalized the auto sink units and setting up dehumidifier for the pool area. MS noted he was rearranging the wood shelves in the storeroom.

- b. **JM:** Review of the Pool heater quotes and the quote from AM Mechanical. Verified that AM Mechanical includes the Jandy Valves. Board approves the AM Mechanical quote and install for the new heater. Heater from Berardelli cancelled.
- c. **AW:** Reviewed the HBI contract for seal coating and the written complaints received. **AW: ACTION:** Will follow up with vendor to review individual issues. Overall, project went well.
- d. **MS:** Indoor pool floor has a small section of floor that fell in. Genesis Concrete to fill it in and redo concrete in the corner. Floor sealing company, Sundeck, to come back and finish that corner. MS has TT review any possible cause from the gutters and slight adjustment will be made with outdoor water flow on the ground.
- e. **AW:** Fence issues at the outdoor pool and in Phase II. Following up with vendor but may have to change vendor to get the work done in a timely manner.
- f. **MS:** Review of power washing done in the front entrance. All were very pleased with the work. RR commented on the people and process as very professional. **PL: MOTION:** Will have SPC Cleaning complete the balance of the quote in the rest of the community. **JM: 2nd** Approved 5-0.
- g. **JM:** Still waiting on a specific time for Anchor to come in and finish the system upgrade that was approved by the Board. **AW: ACTION:** Will follow up to get a firm date.

VI: CORRESPONDENCE

- A. **AW:** x Five Ponds Circle: Concern on water coming in the garage when it rains. Discussion. Homeowner had the crack between the concrete apron and the asphalt sealed by their own contractor. **AW: ACTION:** Will have HBI review any recommendations and actions.
- B. **AW:** xxx Fairway: Requested that more wall cleaning be completed beyond the front entrance.
- C. **AW:** xx Villa: Concern on emergency exit quad being blocked by cars parked in the end of the turnaround. **AW: ACTION:** Will follow up with the four homeowners in that quad.
- D. **AW:** xx Villa: Concern about the tree on the property. May not be done until next year due to budget constraints.
- E. **AW:** xxx Villa: Concern about trees too close to the patio. **AW: ACTION:** Will review with the landscaper.
- F. **AW:xx** Villa: Concern about neighbor's orange cone in the driveway. **AW: ACTION:** Will follow up with neighbor.
- G. **AW:xxx** Fairway: Concern over crack fill. **AW: ACTION:** Will add to list for HBI to review.

VII: MEETING WITH CORPORATE COUNSEL Stefan Richter (SR)

- A. **Meeting concerning compliance with Section 17.02 (c) of the corporate documents**
 - a. **SR:** Led the discussion on open issues in the development that the Board has been dealing with and the respective responses from each homeowner affected.
 - i. XX Villa Dr committed in writing to the Board that they would be complying to Section 17.02 effective November 12th, 2020. At the recommendation of SR, the Board accepted that compliance date and will take no further action if the commitment is kept.

- ii. The XX Villa Dr residents have asked for a meeting with the Board.
Discussion on the process with SR being the moderator of the meeting.
Meeting set for October 28th at 10AM. **AW: ACTION:** Will confirm.

VIII. ADDITIONAL OPEN ITEMS

- A. **JM:** Villas at Five Ponds should consider adding a rule to limit occupancy per unit like the new township ordinance? Discussion, tabled.
- B. **AW:** Discussion of the distribution of and timing of the budget for 2021. It was decided to be in a separate mailing. Will try to include an explanation letter from the Board if available in time.
- C. **JM:** Wanted to know who at TT will be overseeing snow removal for Five Ponds as Dan is having medical issues and may not be the one on site. **AW: ACTION:** Will find out so JM can have a discussion with that person.

IX: NEXT MEETING

- A. Tuesday, November 24, 2020 at 9:30 am by ZOOM

X: ADJOURNMENT

- A. **JM: MOTION:** Adjourn meeting. **PL: 2nd** 5-0 All approved. Meeting adjourned at 11:40AM.