

VILLAS AT FIVE PONDS EXECUTIVE BOARD MEETING-ZOOM**June 21, 2022**

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

RR: Opened meeting at 9:34 am

I. PRIOR MINUTES

- A. **JM: MOTION:** Accept the minutes from the Executive Board meeting of May 24, 2022 as presented. **PL: 2nd 5-0.** All approved.

II: AW: Will be on medical leave from 7/14/22 for four to six weeks. However, there will be an emergency contact person while on medical leave. However, AW will not be checking her email.

III. FINANCIAL REVIEW**A. Delinquency Report**

- a. **AW:** XXX Fairway Dr.-\$270 plus \$15 late fee (Sale closed two days ago).
- b. **AW:** XX Five Ponds Circle-\$15 late fee.
- c. **AW:** XX Five Ponds Circle-\$15 late fee.
- d. **AW:** XX Villa Dr.-\$270 plus \$15 late fee.
- e. **AW:**XX Villa Dr.-\$255 plus \$15 late fee.
- f. **AW:** XX Villa Dr.-\$270 plus \$15 late fee.

B. Treasurers Report

- a. **MS:** We have three Money Market (MM) accounts at Customers Bank. CD's will be coming due on 6/25/2022. As of July 1, 2022, hopefully, the interest rate will rise, but for now, MM rates are higher than CD's. We will take \$30K from Customers Bank and deposit it to Centra (See note below at j).
- b. **MS:** Account CD R28107-1.75% at \$250K.
- c. **MS:** Account CD R28108-CD renewed for one year at Quint Oak for \$225K.
- d. **MS:** Account 5060-\$3120 income for one resale.
- e. **MS:** Account 6436 for Clubhouse supplies to purchase additional wristbands.
- f. **MS:** Account 6522-Ground Maintenance-\$16.814.20. Normal mowing fertilizing activity. All bills matched,
- g. **MS:** Account 6541-\$94.99-Renewal for the Go Daddy website.
- h. **MS:** \$1,740 plus \$784 total \$2524 for Franks Electric.
- i. **MS:** Account 6550-Pond maintenance for \$477.
- j. **MS:** Larry, from Capital One called and suggested that Villas at Five Ponds and other associations open MMF with them. MS contacted Continental Management inquiring if they could set this up. They are FDIC insured to \$250K. Rates from CD's

and MM are increasing daily. We should be opening another MMF because those rates are now higher than the CD's.

- k. **MS to PL:** With the remaining Capital One rebate cash we should use it for the tabletop covers. **MS: MOTION:** Take the credit of \$863.42 from the Capital One account and use towards the table covers. **JM: 2nd 5-0.** All agreed.
- l. **MS: PL:** Developed a brief letter with MS to be sent by email by JM to the community regarding the increased costs for everything and that the HOA assessments would need to be increased in 2023. We should pick a date for a community meeting by Zoom where we could discuss all of these increases.
 - i. **PL:** Wants to share this with the Finance committee before sending the email to the community.
- m. **MS:** There is an issue with Clayton from TT. The fertilizer cost has increased by 30% for our 22 acres. Some developments, the landscapers have decreased the amount of fertilizer. Continuing discussions to insure we have the full coverage of fertilizer.
- n. **PL:** The reason that mowing is not being done this week is because the Nutsedage has been put down and this slows the growth of grass. Will resume next week.

IV. LANDSCAPE

A. GROUNDS MAINTENANCE SCHEDULE

- a. **PL:** The first pruning will begin next week from 6/15 to 6/30. The fertilization was done a couple of days ago. Systemic still has time to be done.

B. Total Turf

- a. **AW:** Pruning will begin next week.
- b. **Do Not Prune List**
 - i. **AW:** Flags will be put on each mulch bed at the end of the driveways of the residents who do not want TT to prune. JM should send an email to the residents stating this.
- c. **Q #7-2022-XX Fairway Dr.**
 - 1. **PL:** Will call Clayton. PL did look at this. The problem is between this resident's home and his neighbor's home. The drain is totally on his property. **AW: ACTION:** Will write to the resident explaining this problem originates from a downspout from the roof leading onto their property, thus it is not an Association issue.

V. EXTERIOR CHANGE REQUESTS FOR APPROVAL

A. **AW:** XX Five Ponds Circle-temporary hand rail. **AW: ACTION:** Will send letter to resident that a temporary hand rail is approved, however, upon changing his residence, the hand rail must be removed.

B. **AW:** XXX Villa Dr.-awning-**JM: MOTION:** Approve awning. **MS: 2nd 5-0** All approved.

C. **PL:** XXX Villa Dr.-request for low bushes-two at the patio area; in reviewing the Architectural Request (AR), PL noticed that the outdoor lights were replaced to a different design than is approved without an Architectural Approval. **AW: ACTION:** Will write resident that the landscaping is approved, however the exterior houselights were replaced without an AR and needs to send an AR to the committee which will be subject to review and approval.

VI: OWNER LANDSCAPE CONCERNS

- A. **AW:** XXX Villa Dr.-Requested that Clayton from TT remove a dead tree on resident's property. **PL:** Awaiting the quote from Clayton.
- B. **AW:** XXX Clubhouse Ln.-tree replacement-PL: On Clubhouse Ln. three or four Oak trees have been removed. **MS to AW: ACTION:** Write a letter to the resident that the landscaper stated that no replacement tree should be planted because there would be too many trees and that they would grow together.
- a. **PL:** One crabapple tree and 21 Plum trees were removed and there were no replacements planted this spring.

VII: MAINTENANCE SCHEDULE

- C. **RR:** Diesel tank and fuel has been serviced; Defibulator battery replaced; projector screen done; Bingo license renewed (AW sent check); Spring inspection has been done early

VIII: OPEN ITEMS

- A. **Discussion/Vote on Reopening Committee Proposal**
- a. **MS:** A friend who has a compromised immune system contracted Covid and was hospitalized for two days and am concerned for our residents. **JM: MOTION:** Rejection of the seven member Re-opening Covid Committee proposal to open the outdoor facilities to guests with no restriction or monitoring. And that the committee be notified; however this should be reviewed on a monthly basis. **MS:** 2nd 5-0. All approved.
- B. **Smucker Fence Quote**
- a. **MS:** I have the proposal but am seeking another fence company for repairs on both Delmont and Street Rds. which have been damaged, some in the middle and at the bottom caused by the mowers. The cost of the proposal is for less than \$7K. Concerned over the cost being high for this work.
- i. **AW:** Other fence companies have either a minimum or need to have installed the fence themselves.
- ii. **JM:** The worst break is on Street Rd.
- iii. **AW:** Other than curb appeal, there is no immediate need for now.
- iv. **MS:** Tabled for now, but seek other fence companies for other estimates.

IX: CORRESPONDENCE

- A. **AW:** XXX Villa Dr.-Would like the outdoor facilities open for family and friends. No response as the community will be notified of the decision above.

- B. **AW:** XX Fairway Dr.-curbing dog of dogs in common area-**AW: ACTION:** Will send a letter to the resident regarding the official definition of the term “curbing dogs.”

X: ADDITIONAL OPEN ITEMS

- A. **Reserve Analysis**
 a. **PL:** Tabled.
- B. **Winterizing/Summerizing**
 a. **MS:** Winterizing/Summerizing-The Summerizing list has been completed. The pool tubing was last and has now been changed.
- C. **Trash Contract**
 a. **MS:** Still in the process of securing a new trash contract and am awaiting a quote. It is difficult right now because the gas prices have been high and are fluctuating.
- D. **Budget/Financial Update**
 a. **MS:** Want to write a budget. We need to eventually increase the cost of the pool passes when guests are again permitted. However, the initial passes do not have prices on them and are to be treated as “Forever passes” and should be honored.
 b. **MS to JM:** When emailing the residents regarding our financials, please do not include this information with other emails.
 i. **JM:** I will label this “**IMPORTANT! READ THE FINANCIAL UPDATE!**”
 ii. **PL:** I want to show this to the Finance Committee first.
- E. **Spa Jets**
 a. **RR to JM:** Are the spa jets now working? **JM:** they are working and the on/off button now works.
 b. **RR:** Check the pump room in the cabana for leaks.
- F. **Receipt Acknowledgement**
 a. **PL to AW:** What is Receipt Acknowledgement for security FOBS?
 i. **AW:** It is in the resale package for a new resident which is to be filled out but it is not always sent in. The new resident buying in Five Ponds signs the documents which state that they are agreeing to all of the rules of the Association. No need to change the closing process for now.
- G. **MS to AW:** Call Shawn from SC Sign Company.
- H. **JM:** On May 24, 2022, the May Covid operating rules state that functions may be held in the Clubhouse up to the number permitted for residents only and with prior Board approval.
- I. **TTa:** Have you heard any information yet about the grates in the back basin area that have fallen open? **AW: ACTION:** Will check and update the information with Mario.
- J. **MN:** My home will be up for sale and if we move from Five Ponds, another scribe will be needed, but not for a while. I will keep you informed.

XI: NEXT MEETING FOR JULY AND AUGUST-Tuesday July 26, 2022 and August 23, 2022 at 9:30am.

XII: ADJOURNMENT

A: **JM: MOTION:** Adjourn meeting. **MS: 2nd** 5-0 All approved. Meeting adjourned at 10:37am.