

VILLAS AT FIVE PONDS BOARD MEETING

AUGUST 23, 2022 9:30AM

PRESENT: Rick Rodgers (RR), Mark Schwartz (MS), Joel Mickelberg (JM), Paul Luff (PL), Stuart Freemark (Guest), Amy Wert (AW), Merle Neulight (Scribe)

ABSENT: Tina Talansky (TTa)

RR: Opened the meeting at 9:30am

I. PRIOR MINUTES

- a. **JM: MOTION:** Accept the minutes from 7/26/2022 as presented. **MS: 2nd** All approved 4-0.

II. FINANCIAL REVIEW

a. Delinquency Report

- i. **AW:** XXX Clubhouse Ln.-\$20 Assessment.-
- ii. **AW:** XX Villa Dr.-\$15-late charge

b. Treasurers Report

- i. **MS:** Larry Nodiff volunteered to “walk the Clubhouse” to check if everything is OK. **RR: ACTION:** Will show him what to look for.
- ii. **MS:** Our three Money Market Funds are below the \$250K threshold. Customers Bank is at 1.50% and the other two are lower.
- iii. **MS:** R28102-Meridian-the one time bump up was raised to 2%.
- iv. **MS:** Two CD’s are due at the end of the month. 281095-First Trust and R28103 Republic Bank for \$250K and \$200K respectively.
- v. **MS:** 5060-Capital-\$6,240 for two resales.
- vi. **MS:** Account 6511-Cleaning Contract should be-\$2,035-Brian’s (CPM) error. This is being adjusted.
- vii. **MS:** Accounts 6446 and 6447-Pool-\$1,113. Reclassified. Analytical Lab returned our \$1800 check which was sent in error. It should have been \$600. Anew check for \$600 will be issued.
- viii. **MS:** Account 6522-Ground contract for \$21,866. The invoice for four mows plus a lawn application is correct.
- ix. **MS:** Account 65411-Repair for \$275 for rail replacement.
- x. **MS:** Account 6542-Continental Property Management added a line for gas surcharge, but Buchman also added a surcharge. Reviewing.
- xi. **MS:** Capital One had \$1,844.91 credit that was requested at the last meeting. This cash back was put towards the table covers as previously agreed.
- xii. **MS:** Account 4020-Reserve-\$23,150.82.
- xiii. **MS:** Gave an updated Reserve sheet as of June.
- xiv. **MS:** HVAC Roof Shingles and Paving have all increased. The Reserve sheet shows that the monthly should be \$500. Of that, \$285 would be reserve.

- xv. **MS:** Reviewed CPM budget and used that as a benchmark. HVAC has increased; if we paved today, HBI's cost would increase. Met with the Finance Committee. The Reserve part of the HOA-this current year is \$84 goes into the reserve, but \$74 is charged to each homeowner and the offset is because we get \$10 interest. But going forward, we should put all of this, including the interest, into the Reserve. Jim Stevens suggested that we put all of the Reserve money into Reserve Contingency versus each individual Reserve accounts. We could ladder the increases over three years instead of one large increase in reserve funding.
 - xvi. **MS:** Concern on our insurance policy. Our Clubhouse is valued at, approximately, \$5M, but there is no one to run it beyond our current Board.
 - xvii. **MS:** In September, Don Kaiser will begin painting. The community will be informed regarding front door color choices plus if they want to pay for a coat of paint on their garage doors.
 - xviii. **MS:** Community Signs with SC Signs-Sean-is in contract and is making good progress.
 - xix. **MS:** Repair of the indoor pool is now in process.
 - xx. **MS:** HBI-has a list of storm drains to be fixed and has been scheduled to begin soon.
 - xxi. **MS:** Snow contract-25% increase over the prior contract but added another dividing level of snow so there is more granularity to the billing by the inch.
 - xxii. **MS:** All other invoices matched.
- c. CAU Smith Group Insurance Renewal**
- i. **MS:** We kept our \$10M Umbrella and Workers Compensation. The insurance increased from \$18,528 to \$19,802 with a guarantee of full replacement value. **MS: MOTION:** Continue with CAU Smith Group Insurance proposal which increased by 6.4%. **PL: 2nd** 4-0 All approved.
- d. Continental Property Management (CPM) Agreement**
- i. **MS:** CPM contract for 2022 is \$18.85 per home per month. For 2023-\$19.75; 2024-\$20.65 and the following three years it will follow the CPI with a minimum of 3% and maximum of 6% increase per year. **MS: MOTION:** Accept this agreement. **PL: 2nd**. All approve 4-0. The CPM agreement will come as a DocuSign.

III. Landscape

a. Grounds Maintenance Schedule

- i. **PL:** The geese treatment has not been done because it is ineffective when temperatures are greater than 85 degrees. Hopefully, because the temperatures are lower the treatment can be done this Friday, August 26th.
- ii. **PL:** Mulch bed weed control-post emergent and granular fertilizing was done.

b. Total Turf

- i. **MS:** See above (b) (xxi).

IV. EXTERIOR CHANGE REQUESTS FOR APPROVAL

- a. **PL:** X Fairway Dr.-the windows steam up and want to change the windows. Tentatively approved pending the Architectural Committee review.

V. OWNER LANDSCAPE CONCERNS

- a. **AW:** XX Five Ponds Circle-tree roots-Clayton will look at the property. It appears to be just surface roots. May remove the tree or only the roots.
- b. **AW:** XX Five Ponds Circle-tree roots were removed last year.

VI. MAINTENANCE SCHEDULE

- a. **MS:** The upstairs HVAC filters were changed.
- b. **MS:** We need a new projector screen in the multi-purpose room. It cost \$6K. There are new projectors and a laser powered projector which I would like to purchase. The laser is \$4K for the projector and a new screen. There is \$12K in the Reserve plus, by the time of installation we will have approximately \$1K and the remainder in the reserve.
 - i. **MS:** Ed's TV is waiting for one part because we need a new antenna. **MS:**
MOTION: Buy the laser projector and screen for \$15,200 by Ed's TV. \$12,034 coming out of the reserve balance of capital funds. **PL: 2nd.** 4-0 All approved.
- c. **JM:** The indoor pool is drained. When the pool is being filled, initially a filter is needed for the impurities in the water supply.
- d. **PL:** The indoor pool drain covers are being replaced. The outdoor pool and spa VGB drain covers were installed in 2019. These have seven year expiration.
 - i. **AW:** Wants the boxes or the specs from the boxes.

VII. OPEN ITEMS

- a. **XX Fairway Dr. Resolution**
 - i. **PL:** The resident's daughter has been given a waiver to sign and once signed will be permitted to enter the Clubhouse to assist her parent.
- b. **Storm Water Management Credit Application**
 - i. **PL:** Spent much time reviewing the Storm Water Credit Application from Water Municipal Authority. The resident at XX Five Ponds Circle asked if Five Ponds is eligible to receive this credit.
 - 1. **JM:** Stated that Dalton George (DG) of the Authority believes that the basin is a "Structural Best Management Practices (BMP). Plus, DG said that the third quarter water usage will not be free. He estimates to be about half price.
 - ii. **PL to MS:** How much are we being billed from our water bill?
 - 1. **MS:** For storm water only, it is \$1058. It is \$1303.07 and for July \$1,298.98.
 - iii. **PL:** The application allows one to obtain a 30% reduction, but if it includes 100-year flood retention in the basin by design, then I will apply for a 40% reduction. Additional opportunities for savings on the program-If the vegetation along the creek bed is added to minimize erosion by 25 feet of creek bed for creek bed retention we will receive a 15% credit. For the Urban Tree Canopy Expansion we could receive up to a 15% credit by planting four trees. For Proof of Education-

either online or in person class there would be a 15% credit. **PL: ACTION:** Will check if we can receive the credit after having Clayton review to see if it is worth the cost to install the buffer plants.

- iv. **PL:** We have nine acres of impervious surface. The sidewalk is on the Township's property if we can get it approved, I am hoping for a 10% credit. With the "Impervious Surface Information" we have proof that we do not own the sidewalk and should be issued a credit of \$1411. Everyone in 5 Ponds should receive a 15% credit.
- v. **PL:** The Association is being charged for common area not individual units. **PL: ACTION:** Will submit an application for all 280 homes and also for the Association. **JM:** The deadline to file is October 7, 2022.

c. **Winter Pool Pass Charge**

- i. **MS:** Should we charge for pool passes in the winter? Discussion. Tabled.
- d. **PL:** Will not be available from September 11 to September 18th.
- e. **PL:** Left the meeting.

VIII. **CORRESPONDENCE**

a. **Warminster Water**

- i. **AW:** XX Five Ponds Circle-see above VII, (c). Storm Water-Board is examining this.

b. **Dinner Plan**

- i. **AW:** XXX Fairway Dr.-Planning a dinner for 10/22/2022 for 150 residents. Gave a deposit for \$200 people, but then had the deposit returned because her committee felt that the cost of the meal was too high.

c. **New Resident's Party**

- i. **AW:** XXX Villa Dr.-New residents' party for approximately 100 residents including the Board and those in charge of committees.
- ii. **MS:** Board approved and will fully fund. **AW to CB: ACTION:** Will contact resident and await details.
- d. **AW:** XX Fairway Dr.-Resident sent letter that since XX Fairway had an outside sewer problem fixed, that the downstairs toilets in her home do not flush correctly. **AW: ACTION:** Will notify resident to have a plumber examine her problem.

IX. **ADDITIONAL OPEN ITEMS**

- a. **AW:** XX Villa Dr.-Requested renting the Clubhouse for a Thanksgiving dinner. **AW: ACTION:** Notification to resident. Not at this time

X. **NEXT MEETING**-Tuesday September 20, 2022 at 9:30am in Clubhouse.

XI. **ADJOURNMENT**

- a. **JM: MOTION:** Adjourn meeting. **MS: 2nd.** 3-0 All approved. PL left the meeting before it ended. Meeting adjourned at 11:55am.