Meadows at Morris Farm HOA Meeting
Greenwich Presbyterian Church
Nokesville, VA 20181
Thursday, August 18, 2016

In Attendance:
Victoria Swanson – Vice President
Jonathan Catania – Treasurer
Sabrina Ramsey – Secretary
Absent: Jeff Benson – President
Dave Jones-Director

Also present:
Lynne & Moore- Community Manager, Legum & Norman, Inc.
Hamilton Clark- Morgan Stanley

Homeowners- Brian Vargo

Victoria Swanson called the meeting to order at 7:15pm

Special Guest: Hamilton Clark; Morgan Stanley

-Recommends 10% in bank deposit for emergencies. He reviewed our current CD status and noted that the Association is receiving better than the average maturity yield. All of the HOA's money is insured by the FDIC. Current portfolio value is approximate $800,000
- Recommends HOA continues with keeping operational money and reserves separate as this is most beneficial long term for HOA's in general (Hamilton specializes in HOA Community Funds Management)
-Hamilton left his contact info to be reached directly for inquires/questions about the community's portfolio management.

Homeowner Forum:

Brian Vargo, 14241 Ladderback:
-Mr. Vargo inquired about potential pool heater and repairs to splash pad. Ms. Swanson explained that the problem with the splash pad had to do with drainage and if not corrected, will flood the yard of the homeowner adjacent to the pool. Ms. Swanson also stated that the board was "exploring" the possibility of a pool heater since several homeowners had inquired about this (especially for early in the season when the water is still quite cold).
-Mr. Vargo inquired about the berm on Laddereback and how it needs major attention. Ms. Swanson explained to Mr. Vargo that we are still under bond with Brookfield; however at the meeting tonight the board was reviewing proposals to give attention to this area. Since we are still under bond, the board is trying to leverage that and make Brookfield pay for the enhancements that are needed. Jeanine Lawson

with Prince William County is also aware of the situation and is involved trying to hold Brookfield liable before being released from bond. Mr. Vargo felt as a homeowner, he didn't want to wait for Brookfield, because it takes several years for trees to grow and at some point, we need to get moving on fixing the berm. Ms. Swanson also noted that Jeanine Lawson is currently reviewing the proffer since Brookfield promised a clubhouse. Again, trying to hold them responsible for the promises they made to our community.

-Mr. Vargo also suggested the idea of a "Little Free Library" pop up tent in the community for the kids to help encourage reading, especially during the summer months. The board was receptive and is exploring this idea.

<u>Guest Speaker:</u>

Brian Vargo, Parks & Recreation Commissioner for Brentsville District:

-Mr. Vargo is currently working on the design of the new Rollins Ford Park and was there to provide an update for the community

-Mr. Vargo has been attending HOA meetings for all communities along Rollins Ford to solicit feedback on what residents would like to see at the park

-One current idea is to reduce the design by one soccer field and replace it with a park targeting kids for the ages 5-12 years. Mr. Vargo cited that there is a lack of larger scaled parks for kids this age in all of western Prince William County.

-Currently, there is not enough funds to move forward with the construction of the park.

-There has been an overwhelming response for a multi-use area as opposed to all soccer fields

-There will be lighting and artificial turf with stadium seating on the soccer fields

-Hoping to break ground on the park in the spring of 2017

-The Rollins Ford Park is a priority for the Parks & Rec department when doing their budget and priority list for FY17

-Once turf is down on the fields, there will be no use of them for two years to ensure it takes properly

-Noted that he recently met with Ryan Delany (works for the county) regarding the trails going in around Rollins Ford; they reviewed the easement by there are parts that the county does not have access to and are seeking variations to see what they can do. He will provide an update for the community in the coming months.

<u>Meeting Minutes:</u>

-June 2016 Meeting Minutes: Jonathan Catania motioned to approve the meeting minutes as presented. Sabrina Ramsey seconded. All in favor. 3-0-2

<u>Committee Reports:</u>

-No committee reports were given as no representatives from the committees were in attendance.

Management Report:

A. Playground expansion**-** Signed contract and deposit has been sent to Scott at Sport Systems. Management followed up with them. Estimated start day is end of August or first part of September.

B. Signed agreed items from CLS proposal E16-2633 presented at the June meeting was sent.

C. Install of approved landscaping enhancements from May has been installed (Proposal 16-2579a) Management noted a large portion of the black eye susans had died. After much negation, it was agreed upon that approximately $300 would be withheld from the bill until replacement is done at the end of Sept/or first of October.

D. Contacted CLS regarding the large amount of weeds inside the pool deck the week of 8/1/16. CLS has serviced and removed the weeds.

E. Both storm water pond violations have been corrected. The county has been notified of the corrections.

F. A large dead tree was reported to management from the county as a threat located behind 14473 Sharpshinned. It was reported to the county from 8725 Ellis homeowner. Management contacted the board president for authorization to remove. Price for removal was $1,875 and was approved for removal.

G. A test mass email was sent to the owners who are registered to the community website. Currently there are 437 users registered as of 6/21/16.

H. 2015 Taxes were filed

I. Street signs were installed.

J. Management has starting on the 2017 budget. Please let management know if there are specific items you would like to budget for. Also per the current reserve study, the following items are noted to replacement/repaired in 2017 is Pool furniture and mechanical equipment.

The Board requested the following for 2017 fiscal year.

- L&N to solicit bids for other pool management companies for the 2017 season.
-Basketball court
-Solar Pool cover
-Key fob system for pool
-Additional playground in the community

I. **Delinquencies**

A. Delinquent assessments for the month of July total $51,006. This is approximately 7% of the annual assessments. Auditors prefer delinquencies of no more than 3% of total annualized Assessments.

II. **Pool Update**

A. Management spoke to supervisor regarding attendance. During hot days, attendance is a lot higher and makes it challenging for 3 guards to over the pool house. Two are at the pool and one is checking pool passes. The Board may want to consider increasing to 4 guards for the 2017 season.

B. The Board voted via email to move forward with the 2nd annual dog swim. Notices were posted at the pool house and HSP was notified.

Ms. Swanson informed Lynne that more sign in sheets are needed. Management stated this is supplied by the pool company and will let them know. Ms. Swanson also requested Lynne to follow up with High Sierra on the numbers (attendance, guest counts, etc.) for the season.

<u>Unfinished/old business</u>

Smart archtech software (electronic system to manage covenant applications) to be included in management contract

-Jonathan Catania motioned to approve the use of Smart ArchTech, Victoria Swanson seconded, all in favor. 3-0-2

Table the replacement of the pool cover to 2017.

Table discussion/vote of concrete work on the courtyard driveways to September when the full board is in attendance.

-Table Landscaping proposals from CLS & Davey until September meeting.

-The board authorized to not to exceed $5,000 removal of dead trees from Peacock Park based on request from Rickmeyers living near the park. Victoria will confirm which trees with the Rickmeyers and report to management

<u>New Business:</u>

Electrical work to repair GFI's (at the pool):

-Jonathan Catania motioned to approve the proposal submitted by Amtek to repair GFI's at the pool for $1,515.56. Sabrina Ramsey seconded. All in favor. 3-0-2

Proposal to Repair/Replace lights at Peacock Park:

-Jonathan Catania motioned to approve the proposal submitted by PSE for $4,129.75. Sabrina Ramsey seconded. All in favor. 3-0-2

Proposal from Sports Systems for mulching of Peacock Park for $ 5,760. Victoria Swanson motioned to approve, Jonathan Catania seconded. All in favor. 3-0-2

Board unanimously voted via email to approve Dog Swim at the close of the 2016 pool season.

Irrigation proposal for work at pool, Song Sparrow, Peacock Park and Yellow Hammer from CLS for $2,005. Jonathan Catania motioned to approve, Sabrina Ramsey seconded. All in favor. 3-0-2

Willet/Broadwinged playground update: Victoria Swanson walked all three parks to determine sign placement with Sport Systems. It will take approximately 3-4 days to install full playground, anticipated start date is around September 1, 2016.

Victoria Swanson motioned to move into executive session at 8:47pm. Sabrina Ramsey seconded. Jonathan Catania motioned to move out of executive session at 8:55pm. Victoria Swanson seconded. All in favor. 3-0-2

Sabrina Ramsey motioned to remove all covenant committee members per Section 9.1(c) of the Declaration for the following reasons:

- Lack of interest or participation in the committee by current members
- Lack of response to L&N on status of covenant applications to send decisions to homeowners
- Lack of meeting minutes provided to the board as required by the governing documents
- Approving applications via an electronic vote which is not permissible by the governing documents: (9.1(b) (7) "any vote of the Covenants Committee shall be taken at an open meeting"
- Lack of regular meetings be held as per the guidelines of the governing documents

Jonathan Catania Seconded. All in favor. 3-0-2

Jonathan Catania motioned to accept the attorney's recommendation for account # 188-4063. Victoria Swanson seconded. All in favor. 3-0-2

Sabrina Ramsey motioned to end the meeting at 8:59pm; Jonathan Catania Seconded. All in favor.

Submitted by
Sabrina Ramsey
Secretary