

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, August 27 2019 at 6:30 PM
 Messiah Village, The Martin Conference Room

Board Member	Term	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.
Gregory Bowden	2020	X	X	A	X	C	X					
John Burleson	2020	X	X	X	X	A	X					
Marie Yagel	2020	X	X	X	X	N	X					
Meg Kelly	2021	X	X	X	X	C	X					
Jill McCabe	2021	X	X	A	X	E	A					
Bernadette Thompson	2021	X	X	X	X	L	A					
Kerri Roeder	2022	X	X	A	X	L	A					
Bryan Simmons	2022	X	X	X	X	E	X					
Vivian Williams	2022	X	X	A	X	D	A					

X = Present, A = Absent, V = Vacant seat

Also in attendance: Karen Pardoe, homeowner, Lindsay Pardoe, and Joann Davis, administrative manager

1. Call to order: Meeting called to order by B. Simmons at 6:25 PM.

2. Homeowner concerns:

Karen Pardoe, 620 Allenvue

Ms. Pardoe received permission in 2015 to have a window AC due to a medical condition. She received a letter in June to inform her the Board passed a motion starting in 2020 that any window air conditioner allowed with a doctor's letter must be one that is flat within a window frame. Ms. Pardoe stated the window unit has not been an issue for the past four years and does not have the finances to purchase a new unit, which upon doing research, would cost her \$400 for what she needs. She also stated that her small window unit is blocked by a tree and has no impact on the community, nor is it different than a satellite dish on someone's roof.

J. Burleson discussed the idea of grandfathering in those who were approved prior to the Board's motion to make the change starting in 2020. If a unit would need to be replaced, then it would need to comply with the current expectations in place. Ms. Pardoe stated that she would be fine with agreeing to complying with the new rule that's in place should she need to replace her window unit.

Ms. Pardoe and her daughter exited the meeting.

After further discussion, J. Burleson motions that Ms. Pardoe be grandfathered in with the understanding any new air conditioning purchase must be in compliance with the expectation that the unit is flat within a window frame, M. Yagel seconds, motion passes with all in favor.

J. Davis will email a letter to Ms. Pardoe.

3. Pool Manager and Committee Report – M. Kelly

- a. M. Kelly surveyed her employees and provided the results to the Board. The employees provided feedback regarding the pool season. The responses were favorable.
- b. A resident emailed to ask why smoking at the pool is allowed, especially near the baby pool. M. Yagel suggested a compromise and have a designated area for smoking away from the pool. J. Burleson asked what other area community pools do and suggested some research on what other communities do and then have further discussion on the topic.

- c. There was discussion with a resident about diapers in the large pool, which are not allowed. The Board is in agreement to continue to enforce that rule.
- d. There was some confusion regarding the guest policy. Past practice was to allow up to six people in at one time and only punch the pool card once for the visit. The Board had discussed changing that policy so that each guest counts as one punch. There are ten punches available per pool card. After all punches have been used, it would be \$1 per guest; you may have up to six guests enter at a time, but each one equals one punch or \$1. After discussion, it was decided that it is important to tighten up the guest policy and enforce payment from guests, punching cards, and having people sign in. Consistency is important for fairness. M. Yagel suggested using the house numbers as the number on the pool cards.
- e. The pool is going to stay open during the week through September 13th from 3:30-6:30 PM. Saturdays and Sundays after Labor Day it will be open 11 AM to 5 PM. The 15th will be the last day. The pool will be drained on the 19th. The handyman will need to look at the steps that have non-skid strips on the edges, which are peeling.
- f. There was discussion about showing movies at the pool, which would require a license. J. Davis will forward information that was researched in the past.
- g. There was a discussion about having signs to advertise neighborhood activities, what would be the best type of sign, and where the sign would be located. There is a sign board in the pool that the handyman will fix in the spring. The Board likes the idea of a portable sign with changeable letters. There will be more research on signs and the Board will continue to discuss the idea.

4. Approval of minutes from the June meeting: Motion to approve the minutes by M. Kelly, M. Yagel seconds, motion passes with all in favor.

5. President's Report – B. Simmons

- a. A foreclosure notice for 726 Allenview was received.
- b. B. Simmons reached out to the attorney regarding the DNA testing of dog waste and how to use that in an HOA neighborhood. The dog waste problems continue to be an issue and a difficult thing to prove. Those present are in favor of exploring this idea. The topic will be discussed further at the next meeting.

6. Treasurer's Report – J. Burseson

- a. The financial statement was reviewed and there is a good balance for 2019. Expenses reflect the maintenance work that is being done, which is okay since there is considerable work that needs to be done. Most likely there will not need to be an increase in dues for 2020.

7. Committee Reports

a. Architectural Control – B. Thompson

i. ACC requests

- 1) 503 submitted a request for a fence repair and a like-kind patio door replacement, which was approved.
- 2) 960 submitted a request for like-kind replacements of a patio door and gutters, which was approved.
- 3) 746 Allenview submitted a request to install a satellite dish on the back of the roof. The ACC suggests approval of the request. M. Yagel motions to approve, M. Kelly seconds, motion passes with all in favor.

ii. ACC concerns

- 1) A letter was sent to 724 Allenview regarding the exterior maintenance needed at the rear of the property. A \$100 fine was imposed after the property was not cleaned up. It has been resolved.
- 2) Letters were sent to 716 and 718 requesting the repair of the shared privacy fence within thirty days.

- iii. Other
 - 1) A homeowner reached out to J. Davis via the boardmembers@allenview.org email address because an approval letter was not received for an ACC request. J. Davis forwarded the one that B. Thompson had sent out. The homeowner realized that it was sent from B. Thompson's email, which was not recognized and possibly deleted. The homeowner suggested the approval letters be sent from the boardmembers@allenview.org address since that is the one homeowners use for Allenview communication. B. Thompson is okay with that process. The Board is in agreement with this change.
- b. Recreation – T. Connolly
 - i. On August 24th there was a summer cookout at the pool. The remainder of the approved funds from the kickoff party was used to purchase hot dogs, hamburgers, and rolls. Information was put in the recent Allen Views. There was a great turnout for the party and the Board is pleased with Ms. Connolly's efforts. There was discussion about doing something in the fall close to Halloween.
- c. Nominating – G. Bowden
 - i. G. Bowden will start to seek out people who will want to run for the Board in 2020 or serve on committees.
- d. Audit – no report
- e. Budget – no report
- f. Maintenance – B. Simmons
 - i. Trees
 - 1) A tree survey was in the recent Allen Views and a link is on the website. The results were shared with the Board. The maintenance committee will look over the results.
 - 2) A letter went out to 950-954 and 818-822 about common property trees to be removed. No concerns were expressed by the homeowners about the trees being removed, so Good's Tree Care did remove the trees.
 - ii. Painting and seal coating
 - 1) The basketball hoop backboards and rims have been installed; the painting is completed on the poles. B. Simmons is getting pricing on painting the court.
 - 2) The townhouses are to be painted starting in the fall.
 - 3) The seal coating project is finishing up. Reminders have been going out through email. The post office and Republic Services were given copies of the seal coating schedule. Fenton Lemmon Painting has been following the seal coating to do the line striping of the lots.
- iii. Concrete
 - 1) The driveway and concrete work in the 500s evens have been completed. A homeowner reached out to ask that 526 and 528 be put on the maintenance list for future replacement.
 - 2) 654 asked for their stoop to be looked at because it is detached from the home and sloped. B. Simmons will look at the stoop.
- iv. Lawn care
 - 1) A homeowner had asked about the holding ponds. J. Burleson spoke to Dan Shope and those were cleaned up in June. Shopes did what they could as there are some things (like cattails) that are considered protected and they are not allowed to touch them. The ponds are scheduled to be done again in the fall.
 - 2) An email was received about the area behind the 714-728 building and the weeds needing to be cut back. Shopes was scheduled to do that recently and J. Burleson will follow-up.
 - 3) An email was received about the common area shrubs near the 900 evens that have a cable service box between them. There was concern that the service was being

disrupted due to the shrubs being overgrown and there was a request to have them trimmed or removed altogether. B. Simmons looked at the area and determined there was no interference from the shrubs.

- 4) Several emails were received regarding the mowing that was not completed as expected recently. There was one week the mowing was not done due to high temperatures and lack of rain. The next week there were staff callouts, rain, the mowing was delayed, then started, and then not completed until a few days later. There has also been a specific weed issue that homeowners emailed about, which TruGreen treated. However, not cutting allows the weeds to grow, and they grow faster than the grass. The Board discussed the concerns at length and determined that bids must be sought for 2020. Shopes is contracted to do the snow removal this year, but bids for snow removal will also be sought.
- 5) An email was received from 454 requesting that the landscapers care for the common area near their rear light post. J. Burleson will talk with Shopes about this.
- 6) An email was received about the condition of the entrance island. J. Burleson reached out to Shopes and received a proposal to redo the islands, which was shared with the Board. The Board decided to postpone redoing the islands and to revisit it in the spring after looking at bids from other companies. There is a tree dying at one of the front entrances, but J. Burleson recommends leaving that until the islands are redone.

v. Other

- 1) Rogele is going to be starting work soon on the sinkhole by 946-960. The seal coating schedule was changed for that building so that the sinkhole repair would be done prior to the seal coating.
- 2) PPL reached out about the utility pole at the entrance that was falling over. A concrete block was placed in the mulch next to the Allenvue sign as a temporary support until the pole is replaced. PPL will repair any damage caused by the installation or removal of the block, as well as any landscaping repairs that may be required.
- 3) There was discussion on the tennis court resurfacing proposal. Just filling the cracks means that it would have to be done again in the spring. In order to keep the courts, something needs to be done before winter hits and more damage occurs. J. Burleson recommends going with the proposal to redo the courts as they were done years ago. The cost would be \$28,500. J. Burleson recommends going with the \$28,500 because of the improvements that have been made in the park and pool area. In this community, having those benefits is an asset economically. J. Burleson will look into having it painted for pickle ball as well. J. Burleson motions to accept the proposal for \$28,500, M. Yagel seconds, motion passes with all in favor.
- 4) There is an area behind 2300 and 2302 Foxfire Circle, which J. Burleson recommends having surveyed and staked to show whose responsibility it is to mow the area. The cost would be \$900 and it would then mark the area clearly for the mowing going forward. M. Kelly motions to accept the proposal, M. Yagel seconds, motion passes with all in favor.

g. Publicity – M. Yagel

- i. The summer newsletter went out to all homeowners and residents. A copy is also on the website. There was discussion about going to an electronic newsletter in order to save costs. This is an idea which was previously discussed. The concerns included some people do not have email and there are not email addresses on file for renters, who also receive a copy of the newsletter. There was also concern about people viewing the newsletter on a mobile device and not wanting to scroll through a lot of information. However, some wondered if people bother to read the print newsletter or if it is being thrown away. The Board agreed to continue with the printed newsletter.
- ii. If you have any ideas for the fall newsletter, please send them to K. Roeder.

8. Manager's Report – J. Davis

- a. Resale certificates were prepared for 601, 609, and 654 Allenvue Drive.
- b. The Board accepted a medical note provided by 746 Allenvue Drive for a window AC. The homeowners will have to comply with using a unit that is flat within a window frame starting in 2020.
- c. A homeowner had called about an issue with the water line; homeowners are responsible for the water line to their home.
- d. A homeowner emailed about a leak from a unit-to-unit joint area. The homeowner was told to work with the neighbor if it is a shared issue. The HOA only gets involved if one homeowner has a problem with getting the other to cooperate.
- e. A homeowner called after finding a dead rabbit left outside the home and did not know how to properly dispose of it. Republic Services said it should be double-bagged, sealed, and then placed in the trash can.

9. C&Rs Update – J. McCabe

- a. J. McCabe has met with the attorney twice and is making good progress on the Bylaws and C&Rs.

10. Meeting Adjourned: M. Yagel motions to adjourn the meeting and enter into executive session to discuss legal matters, J. Burleson seconds, motion passes with all in favor. Meeting adjourned at 8:37 PM on August 27, 2019.

Next Meeting: September 24, 2019 at 6:30 PM in The Martin Conference Room at Messiah Village
Submitted by: J. Davis