

## HOA Board Meeting Minutes

April 18, 2024

### Call to Order at 7:07 PM

1. Board Members Present: Melissa, Eve & Will
2. Residents in attendance: N/A

### Motions made/approved after the last meeting on March 21, 2024:

1. Minutes from March 21, 2024
  - a. Melissa motioned to accept, and Eve seconded
  - b. Approved via email on March 27, 2024
2. Georgia Power quote to replace street light bulbs with LEDs
  - a. No changes to our monthly cost
  - b. According to Ben Jones, Georgia Power, no lights are currently motion-controlled. Maybe getting hot and failing; it should be resolved with new lights
  - c. William completed the requested form and returned it to GA Power
  - d. Eve motioned to accept, and Melissa seconded
  - e. Approved via email on March 27, 2024

### Officers' Reports Follow-up on Action Items

#### 1. President – Melissa Boyle

##### a. Detention Pond Clean-up

- i. Richard (Crabapple) - Quote will include the detention pond clean out & bush hogging. Bush Hog around common areas of the front of subdivision & Tallant Roadside and Tallant house side.
    1. \$500.00 of the Quote is for the removal and disposal of the tree that had fallen in the detention pond. During the Community workday - Will is going to try and pull the tree out to avoid the line-item charge of the quote.
  - ii. Detention pond bush hog is budgeted for \$1,600/yr. (scheduled to be done twice a year, typically in May and Aug/Sep)
- b. **Fence Repair** - The downed fence around the detention pond is scheduled to be repaired on 4/28. Confirmation of completion by the next meeting on 5/16.
- c. **Pool Dates**
- i. The pool will be open for the following dates- 5/11 - 9/22
  - ii. Board members reviewed the Pool Opening Checklist
  - iii. Board members will meet on Saturday, May 4th to review & complete the checklist.
- d. **Newsletter Draft:** Need to update language in the blurb regarding ARC to showcase the 20-day feedback timeframe - in alignment with covenants. Would like to ensure that all new residents have a welcome to the neighborhood article written.
- e. **Dock Signs:** Will motioned to approve Dock Signs with the language "Proceed At Own Risk" removed, Eve seconded. Motion passed.

#### 2. Treasurer – Eve Simpson

- a. **Erosion Work** - The company informed of the won bid. Work is scheduled to be completed on Tuesday, April 23rd starting at 9:00 AM. Estimated to be completed within one day, may take up to two days.
  - i. The vendor forecasts that there is not going to be any additional dirt to use to level the playground.
- b. **Finances, Dues, Reserve Fund Update**
  - i. **Budget:** All bills have been paid/settled.
  - ii. **Dues:** All payments for 2024 Fees are due (April last invoice for those on a 3-payment plan.
    1. The board will review those who are delinquent in the next meeting: on 5/16
  - iii. **Reserve Fund Update:** Following TerraPro (Fence Repair) payments the net balance of the Reserve Fund is roughly \$10,000 with no allocations against it.
    1. Forecasting additional revenue of \$3,750 over the next 2-3 months from HOA Assessment Fee for new homeowners at \$750/Each
    2. The operating Budget has \$88,257.91 in account for bills/fees for 2024.

### 3. Secretary – Will Sparks

- a. **Dock Repairs:** During the community meeting (4/20) Will will replace the cracked board on the dock. Will evaluate if any additional repairs are required.
- b. **Clubhouse trim repair/paint** - Melissa reaching out to Jim (who worked on and painted the clubhouse) for a quote for completion.
- c. **GA power LED switch:** The initial time frame was 6 weeks, will get the install date 2 weeks out (late May)
- d. **Sheriff department outreach:** No initial response - changed point of contact.

## Committee Reports

### 1. Architectural Review – Eve Simpson

- a. Approved Requests - N/A
- b. Pending Requests - Had an inquiry 4530 Orchard Ridge, no ARC required.

### 2. Beautification & Landscaping - Will Sparks

- a. Phyllis Moy stepped down from chair of committee. Will Sparks - named new committee chair.
- b. Yard of the Month signs are in, commencing in May (Dean will take point on YoM initiative).
- c. Work Day, Saturday, April 20, Rain date April 28
  - Move mulched trees from lake and fill in lake path
  - Repair dock
  - Mulch pine trees at the pool
  - Dig up rose bush at the front
  - Move rocks from Boyles' side yard to erosion between pool/rental house
  - Install drain boxes and French drains at playground
- b. Future work-days to be focused on clearing the back side of the Earthen Dam

### 3. Safety & Security – Will Sparks

- a. Soliciting - Will Sparks will look into the benefits/liabilities with adding “No Soliciting” signs at entrance of neighborhood to mitigate soliciting increase.

### 4. Social, Pool, & Clubhouse – Andrew Hinton

- a. Pool Open Party, Saturday, May 18
- b. Movie Night - Scheduled for August 3rd, August 10th rain date.

## New Business

1. Reimburse residents for water usage by vendor to pressure wash neighborhood fence.
  - a. If a resident on Orchard View & Orchard Ridge can provide a screenshot from utility company showing a spike in water usage/cost on either 2.29.24 & 3.4.24 - the HOA will provide a reimbursement of \$10 - one-time.
  - b. Funds will come from Reserve Study (*Initial cost for Fence Pressure Washing was allocated to reserve*).
2. FB Live Stream of HOA Meeting:
  - a. Facebook is not a HOA sponsored account - not comfortable with usage to stream.
  - b. Secretary will post on Facebook with meeting minutes have been posted to PMI & Community site.
3. Service vehicles in driveways
  - a. Discussed service/company vehicles parked in driveways. Covenants have no restrictions of service vehicles.
4. Community Garage Sale
  - a. Will to post poll on Facebook on the community's desire for a community garage sale and proposed time-line dates.

5. Backflow Inspection
  - a. Budgeted for \$85 for the year - Melissa reaching out for schedule & work order.

### **Announcements**

1. Next Board Meeting Thursday, May 16, 2024 @ 7 pm
2. Motion to adjourn: Motion By: Eve, Second By: Will
3. Adjourned at: 9:01 pm

### **Action Items**

Melissa Boyle, President

- Follow up with Richard to get quote on Detention Pond Clean out and Bush Hog
- Follow up with Jim (who worked on and painted the clubhouse) for a quote for repair and painting of the clubhouse fascia board.
- Finalize and send out Newsletter.
- Order approved dock signs.

Eve Simpson, Treasurer

- Coordinate Errosion Work (scheduled to start on 4.23)
- Prepare dues assessment for next meeting.
- Meet on May 4<sup>th</sup> to complete pool checklist and prep for opening.
- Follow up with resident on agreement of reimbursement of water usage from pressure washing.

William Sparks, Secretary

- Follow back up with GA Power to determine scheduled installation date.
- Pull downed tree in detention pond.
- Reorder fence material to ensure proper materials are delivered to be repaired.
- Order Playground Mulch
- Follow up with new contact for Sherrif's department for safety committee partnership.
- Look into no soliciting signs for front of neighbourhood and intended outcomes.
- Conduct poll on Facebook regarding Community Garage Sale.