

BFCA Board of Directors Meeting Agenda

Jack McLean Community Center

700 Paul Russell Road

October 14, 2010

6:00 PM - Meeting Called to Order

- Meeting Called to Order- Jane called the meeting to order at 6:07 pm.
- Introductions- Attendees:
 - Jane McElroy, President
 - Warees Smith, Board Member
 - Vesselka McAlarney (Board Member)
 - Terry Tenold, Grounds Committee
 - Terra Sherlock, Neighborhood Watch Committee
 - Charlotte Hicks, Treasurer
 - Joanie Trotman, Property Manager
 - Whitney Hults-Richartz, Recording Secretary
 - Jack & Sue Dinges, Homeowners
 - Lisa & Bruce Nickerson, Homeowners
 - Sylvia Gamble, Homeowners

Board Members' Report:

- Approval of BOD Meeting Minutes, July 7, 2010/ Name correction, clarification on N.W. July 7th minutes approved as amended. August 19th minutes approved.
- Drainage issue at 1672 Silverwood Dr- Mr. & Mrs. Nickerson are having some drainage problems on the side of their house regarding a drain pipe a previous board had approved to install without their notification. It had been fixed by George, but flooding still occurred. A city engineer was called to see if a larger pipe needed to replace the original storm pipe. Joanie has gone out to look at the property and is recommending to build a drainage ditch instead, because the large storm pipe would be \$7500. The project will also remove the existing storm pipe. Joanie Trotman is in the process of collecting other bids for the ditch, which will cost significantly less. Terry Tenold mentioned the contractors needed to look at what kind of shapes the ditch could take. Aesthetics would suggest a bowl shape, with a possible color pigment to the concrete. Joanie recommends the bidding contractors need to come out and make a presentation of the project with detailed quotes about different options that can be accomplished. Mr. & Mrs. Nickerson will also participate in deciding the final outcome. Mr. Nickerson asked that communication continue to be open regarding he and his wife and the board, and also emphasizing the importance of access to their backyard.
- Board decisions taken via email:
 - Letter regarding prohibition of posting signs on property- The board authorized the letter to go out and the political signs were removed.
 - Tree removal at 1672 Silverwood Dr- Mr. & Mrs. Nickerson also have a tree on their property they would like to remove, and have come for suggestions. They have asked three contractors for bids, which can cost up to \$7000. Reasons for

BFCA Board of Directors Meeting Agenda

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the expense include the risk (they have to climb it), it is in close proximity to the neighbors, the tree is located against their house, and the actual removal of the tree can be risky to other houses. Stan also assessed the tree and determined that it could be dangerous during wind storms. Various attendees and Joanie Trotman gave the Nickersons other tree removal companies to call for alternative suggestions. Joanie is also going to meet with the Nickersons to determine the best option for them. Terra recommended before anything occurs to check and make sure the company that is selected has adequate insurance.

- Pump repair update- Water levels in the pond were low. Two wires 20 feet down had been burned and have now been repaired. Hopefully the levels will improve.
- Placement of garbage cans – 1727 Nestlewood Ln- The letter was accidentally not sent out, but will be sent as soon as possible.
- Insurance- It has been suggested the HOA have crime insurance. Joanie is going to look at the insurance and see what it entails in comparison to the other policy the HOA has.

Report of Property Manager:

- Project updates (clean-up around the pond, mowing the lawn around the pond, trimming of trees; boardwalk extension, etc.)- The maintenance companies contacted for bids to clean up around the pond were reluctant to provide a total quote and wanted to give daily quotes instead. Joanie has looked at three companies to replace Capital City Lawn Care and provide clean-up around the pond. The quotes they gave for the pond clean-up were \$4500 (for total pond area), \$2500 (for total pond area), and \$1300 a day. The pond job entails removing the trees around the pond and cleaning out debris that could fall into the pond. These services do not include trimming trees along the streets. Joanie has been very specific with the contractors to entail what the service should offer. She suggests that the HOA use the same company that trims around the pond, because a better rate may be possible and the company could do the tree trimming and the trimming around the pond at the same time. She also wants the board to give her a budget to work with, and suggests the pond be trimmed in a big job, and then include maintenance fees. Members at the meeting suggested organizing a neighborhood volunteer group to clean up the pond instead. Vesselka mentioned the importance of maintaining the volunteer group should it be decided to go with this option. A third option would be to undergo a total service of the pond and then under the guidance of Terry, volunteers can maintain the area. Joanie suggests that once the selected company is notified they are potentially chosen, a request for servicing the trimming of trees should be requested as well. This will ultimately cost the HOA significantly less. The optimal package would include an annual tree trimming and cleaning/mowing

BFCA Board of Directors Meeting Agenda

Jack McLean Community Center

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October 14, 2010

around the pond twice a year. Warees moved to select the \$2500 job, Vasselka supported the motion with the suggestion that another meeting take place with the company between Joanie, Vesselka and Terry. The job will be supervised by Joanie and Terry. The board unanimously agreed to select the \$2500 bid, and a separate request will be made regarding the tree trimming.

- The boardwalk was repaired. Jane asked if the boardwalk should be pressure washed and treated, but Joanie suggested it is going to be out of the HOA's price range. With reference to replacing the boardwalk, Brian Clark Remodeling would need to bring the boardwalk up to code, which can be an increased cost. Jane suggested that at the next meeting in December, all three contractors give a 15 minute presentation outlining their plans. The time is planned for 6 o'clock.
- Violation updates- There have been a couple of issues. A note needs to be sent to the people with the boat, suggesting that it is not a violation, but that neighbors have complained. Joanie suggested that documentation needs to start being taken every time the boat is there. Regarding the not painting of the porch, three neighbors need to attend a hearing to approve the fine, which is in the amount of \$350.

Report of the Treasurer:

- BFCA Account balances – Checking: 30,476.04 Money Market: 10,964 Savings: 62.35, and CDs 3 x 4, 431.35 (13,294.05).

Report by BFCA Bookkeeper:

- Transition – results of search- Jane has two quotes for a bookkeeper. Once she has a third, she will submit them to the board. She hopes the bookkeeper will be hired by the end of October.

Report by the BFCA Pond committee:

- New member request- Tom Baird has volunteered to be one of the pump key holders and also monitor the pond. He will now serve as a member of the pond committee.

Report of the ACC (Architectural Control Committee):

- Garage doors open in violation of covenants- Notations will start being made. There is also an issue with a residence that allows their cats to roam free and taunt other neighbors. The resident wanted the board to contact her with decisions about the cats before animal control comes out.
- Parking of boat in violation of covenants – 1706 Silverwood (see above recommendations from Joanie)
- Tree at 1672 Silverwood approval subject to Rosenthal and removal of all debris
- New roof 1672 Silverwood approved
- Three foot fence 1743 Silverwood, approved in conformity with prior fencing approvals.
- E-mail correspondence regarding moving of trash can-1691 Silverwood

BFCA Board of Directors Meeting Agenda

Jack McLean Community Center

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October 14, 2010

Report of the Neighborhood Watch Coordinator:

Meeting will take place on October 20.

Report of the Grounds Committee

- Terry will be doing some light maintenance around the neighborhood.
- Terry suggested the flood lamp sockets that are not working in the front entrance be replaced with fluorescent light sockets.
- Joanie is also in the process of getting quotes to re-paint the front sign and stop signs. An evaluation has also been taking place to determine which signs need to be replaced vs. repaired.

Other Business:

Ms. Gamble voiced the following concerns:

- Problems with parking in the cul-de-sac around the pond
- Some problems with the renters at the end of the road including some altercations between the renters and residents.
- Some problems regarding the view in front of her house, where garbage and refuse are being put out front.
- Speed limit signs should be placed in the neighborhood, along with speed bumps.
- Suggested a gate be placed at the entrance.

Ms. Dinges also mentioned some parking issues near her residence that need to be addressed.

Meeting Adjourned:

- Next meeting scheduled for December 9, 2010 at 6:00.