

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, September 22, 2020 at 6:30 PM
 Winding Hill Park, South

Board Member	Term	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.
Meg Kelly	2021	X	C	C	C	X	X	X	X				
Jill McCabe	2021	X	A	A	A	X	X	X	X				
Bernadette Thompson	2021	X	N	N	N	X	X	A	A				
Jacob Fogarty	2022	A	C	C	C	X	X	X	A				
Vacant	2022		E	E	E			V	V				
Bryan Simmons	2022	X	L	L	L	X	X	A	X				
John Burleson	2023	X	L	L	L	X	X	X	X				
Lewis Reagan	2023	X	E	E	E	A	X	X	X				
Marie Yagel	2023	X	D	D	D	X	X	X	X				
Kerri Roeder	2022	X				X	A						

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

Also in attendance: Joann Davis, administrative manager; Anthony Raimo, handyman

- 1. Call to order:** Meeting called to order by B. Simmons at 6:33 PM.
 - a. Welcome Anthony Raimo, newly hired handyman. Anthony has been in Allenview for about three years. He is a licensed contractor with experience as an electrician, plumber, and carpenter.
- 2. Homeowner concerns:** none
- 3. Pool Manager Report – M. Kelly**
 - a. M. Kelly looked at the pool usage for the season by time slot. The newly added time slot of 10-11 AM had 305 people attend for the season. The remaining time slots had the following attendance: 12:30-3:30 PM, 509 people; 3-5 PM, 442 people, 5:30-7:30 PM, 519 people, and 7:30-8 PM, 27 people. M. Kelly would like to continue to offer adult swim, but during the last hour rather than half-hour.
 - b. M. Kelly will talk with the new maintenance handyman about winterizing the pool.
- 4. Executive session:** M. Kelly motions to enter into executive session, J. McCabe seconds, meeting enters into executive session at 6:45 PM. Regular meeting resumes at 6:59 PM.

M. Kelly leaves the meeting due to not feeling well.
- 5. Approval of minutes from the August meeting:** Motion to approve the minutes by M. Yagel, J. McCabe seconds, motion passes with all in favor.
- 6. Updated C&Rs/By-laws – J. McCabe**
 - a. The meeting with the attorney and homeowners is scheduled for the 28th in the common area by the pool. Homeowners were sent a postcard. Questions are to be submitted online prior to the meeting. So far, no questions have been received other than those submitted after the initial mailing.
 - b. Questions that were submitted in July were sent to Attorney Stone for review. A few people had inquired about a strikeout document. Attorney Stone said that it would be cost prohibitive to do one. The current governing documents were not used as a template because there are so many and they would not have been an effective starting point. The revised documents are an attempt at creating a good set of documents with reasonable and normal regulations, and current standards of governing

boards. Most of it is about proper power, clearing up roles and responsibilities. There were some deletions and additions to regulations, but most, if not all, are what the Board and community think are the rule or wanted as rules. All of them are standard in HOAs throughout the state. It is important people read the draft revised governing documents to see if they have any issues with the new documents. J. McCabe will go through the draft of the revised documents to highlight new items.

- c. J. Davis will have copies of the draft documents for the meeting on the 28th with homeowners.

7. President's Report – no report

8. Treasurer's Report – J. Burleson

- a. The financials were reviewed. Things look similar to last month. Everything looks great. Overall, the Board should be comfortable with the operation financially this year. The new handyman's abilities will help to decrease expenses for outside people who do the same work he will be able to do. There will be a discussion about the necessity to adjust dues for 2021 and determine to what degree and that will help guide expenditures.

9. Committee Reports

a. Architectural Control – J. McCabe

i. ACC requests – The committee recommends approving the following requests:

- 1) 916 Allenview submitted a request to plant a Castle Wall Holly shrub on the side of the home. M. Yagel motions to approve, J. McCabe seconds, motion passes with all in favor.
- 2) 520 Allenview submitted a request to replace rotted deck boards with composite boards of a matching color. J. McCabe motions to approve, M. Yagel seconds, motion passes with all in favor.
- 3) 717 Allenview submitted a request for an exact front door replacement (style and color) and replacement of the door frame. There will be no changes to the screen door. J. McCabe motions to approve, M. Yagel seconds, motion passes with all in favor.
- 4) 2114 Beacon submitted a request to paint three exterior doors and shutters white (they are currently green). They also want to remove a maple tree from the side of the house, the second tree from the street. M. Yagel motions to approve, J. McCabe seconds, motion passes with all in favor.
- 5) 2113 Foxfire Drive submitted a request to trim a tree in the front as well as a row of trees in the back, and remove the trees on the south side of the house due to overgrowth and trapping leaves against the house. The intent is to plant pampas grass around the A/C unit and annual flowers in the spring to provide a cleaner look to the house. M. Yagel motions to approve, J. McCabe seconds, motion passes with all in favor and L. Reagan abstaining for reasons of conflict of interest.

ii. ACC requests – The committee does not recommend approving the following request:

- 1) 309 Allenview submitted a request to change the color of the shutters and front door from red to the Sherwin Williams color, "Dynamic Blue." ACC does not recommend approval since this is a color not found in the community. The Board discussed the color palette of the community, including townhomes and single-family homes. J. McCabe motions to deny the request, J. Burleson seconds, motion passes with B. Simmons in favor of denying the request, L. Reagan and M. Yagel against denying the request. J. McCabe will speak with the new homeowners about choosing another color.

iii. ACC request – other

- 1) 732 Allenview submitted a request after installing a door that is not of an approved style. ACC did not recommend approval. Thirty days has passed since the request was submitted. A letter will be sent to the homeowners stating the door installed is not of an approved style, however the request complies with the Covenants and Restrictions, Article VII, Section 1 which states that if approval or disapproval has not been given

within thirty (30) days of the request, approval will not be required and the Article will be deemed to have been fully complied with.

iv. ACC concerns

- 1) The Board looked at the deck at 716 Allenvue and determined the replacement is fine as is and no changes need to be made.
- 2) A letter was sent to 330 Wister Circle requesting a plan to fix the rear deck. The homeowner sent the Board a letter stating that a contractor was hired to do the necessary repairs to the uprights noted in the picture. The homeowner sent a letter stating the work was done on the rear deck and the work at the front of the home will be done within the year given for the approved ACC request.
- 3) Letters were sent to homeowners with trash cans not stored properly; all have been resolved.
- 4) Letters were sent to homeowners with signs. There was discussion on ADT security signs, which the Board agreed have been allowed and will continue to be allowed. There was discussion about a sign that was attached to a flag pole. The Board agreed to contact the attorney. There is nothing in the current C&Rs about flags. However, J. McCabe stated the definition of a flag is that it is a piece of cloth.
- 5) 546 Allenvue received letters regarding overgrown shrubs. The homeowner reached out to the Board to say small trimming to the shrubs was done. Once the weather got cooler, the homeowner reached out again to say the shrubs were trimmed further back. The homeowner does prefer to keep the shrubs larger in size for privacy. The homeowner was unable to attend the meeting, but would like the fine waived. L. Reagan motions to not waive the fine, J. McCabe seconds, motion passes with all in favor.

v. Other

- 1) Per Mr. Kline's request at the August meeting, the area between 830 and 840 was checked for "growth." Nothing of concern was found in the area.

b. Recreation – M. Kelly

- i. The recreation committee would like to have a Halloween parade on Saturday, October 31st starting at 3 PM. The road would be closed off where the fall festival has been held in the past. Two judges will be needed. Costs for the recreation committee would be: 60 plastic totes to hold candy for \$101.70 and two bags of 1000 pieces of bulk candy for \$105.98. The total cost would be \$206.98. The totes of candy would be placed on a table for children to grab when they are done the parade. There will be prizes of pumpkins for first, second, and third place. J. Davis will ask the committee how they will go about having the road closed off.
- ii. Residents are wanting to have a fall yard sale. T. Connolly will schedule one for October 3rd and place advertisements on free sites. No paid ads will be taken out for this yard sale.

c. Nominating – L. Reagan

- i. Trish Connolly, 702 Allenvue, submitted an information sheet and expressed interest in joining the Board of Directors. L. Reagan motions to appoint Trish Connolly to the Board of Directors to fulfill the remainder of the term left vacant by K. Roeder, J. Burleson seconds, motion passes with all in favor.

d. Audit – no report

e. Budget – no report

f. Maintenance – B. Simmons

- i. B. Leslie attended last month's meeting to express concern regarding the curbing and how it was left at the re-pave project in her area. She feels that it was not left as it was prior to the re-pave and needs to be corrected. The curbs need to be placed correctly, there needs to be backfill and possibly grass seed, as well as repair done to broken downspout outlets. Parvin will be out on the 29th to fix the curbing. The trench will be filled and asphalt curbing created for that section. Homeowners were notified by email. The area will not need to be blocked off and

cards do not need to be moved. The new handyman was asked to look at the broken drain pipe near 738's parking spot.

- ii. A homeowner reached out about underground drains that crack and leak. The mowers hit the drain pipes. They are located in the 700 evens common area. The handyman will look at this after the fence replacement project at the 802-816 building is complete since it backs up to the area.
 - iii. A homeowner submitted photos of weeds in the playground area. This is normally handled by the maintenance handyman. Diller's was asked to remove the weeds. The new handyman will take on this responsibility.
 - iv. A homeowner emailed that the 460-470 mailboxes are leaning and need to be fixed before they fall. The new handyman will take care of repairing this.
 - v. A homeowner in the 700 evens section reached out about the tree line area behind the building. The previous landscapers removed weeds back to the tree line, but didn't plant any grass. The weeds are growing back and there is now a mix of tall grass and weeds. J. Burleson looked at this area and felt that it looked okay.
 - vi. A homeowner in the 800 evens section reached out about an area without grass growing. J. Burleson is working with the landscaper to address that area and similar areas.
 - vii. B. Simmons will be speaking with the new handyman about painting and review a bid that was received. When townhomes are painted, the light posts also need to be done.
 - viii. The parking lot behind the 400s still needs markings to indicate visitor spaces. B. Simmons will talk with the handyman about doing this.
- g. Publicity – M. Yagel
- i. A draft of the Allen Views was shared for feedback. The Board agreed that it is ready for printing and mailing. J. Davis will send it to Konhaus.

10. Manager's Report – J. Davis

- a. Resale certificates were done for 848 and 452 Allenvue.
- b. Each year, a donation is made to Messiah Lifeways, Messiah Village for use of their meeting rooms. The Board discussed that there have not been many meetings held there this year, however, they are generous in always allowing the use of their meeting rooms at no cost. L. Reagan motions to make the donation as a show of goodwill, J. McCabe seconds, motion passes with all in favor.
- c. Republic Services confirmed that the trash and recycling containers do belong to them, but they have no issue with residents marking their containers with house numbers.
- d. A homeowner in the 700 evens building noticed the fence replacement occurring in the 802-816 building, which is now complete, and inquired about the process. The homeowner was given information and is planning to see if there is any interest in the building. If so, the homeowner was told to reach back out and J. Davis will help with the process.

11. Meeting Adjourned: J. Burleson motions to adjourn the meeting and enter into executive session, L. Reagan seconds, motion passes with all in favor. Meeting adjourned at 7:54 PM on September 22, 2020.

Next Meeting: October 27, 2020 at 6:30 PM in the Martin Conference Room at Messiah Village