

ALLENVIEW HOMEOWNERS
Board of Directors' Meeting
 Tuesday, June 22, 2021 at 6:30 PM
 Daybreak Church, Student Ministry Building

Board Member	Term	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.	Jan.
VACANT	2022			V	V							
Jacob Fogarty	2022	X	A	X	X							
Bryan Simmons	2022	X	X	X	X							
John Burleson	2023	X	X	X	X							
Lewis Reagan	2023	X	X	X	X							
Marie Yagel	2023	X	X	X	X							
Alexandria Bowling	2024	X	X	X	X							
Lita Godoy	2024	X	X	A	X							
Emily Hansen	2024	X	X	X	X							
Trish Connolly	2022	A	A									

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

Also in attendance: Joann Davis, administrative manager and Meg Kelly, pool manager

- 1. Call to order:** Meeting called to order by B. Simmons at 6:35 PM.
- 2. Homeowner concerns:**
Meg Kelly, 918 Allenvue
 M. Kelly suggested having a Little Free Library at the pool. Discussion included concerns, pros, and cons to having one. Other ideas were shared such as a book exchange. There is interest in this and the board agreed to further discussion.
- 3. Approval of minutes from the May 2021 meeting:** Motion to approve the minutes by M. Yagel, J. Fogarty seconds, motion passes with all in favor.
- 4. Pool – M. Kelly**
 - a. The baby pool is still testing positive for bacteria and will continue to remain closed until the matter is resolved.
 - b. Overall, the pool has been very busy.
 - c. M. Yagel created a Google sheet to collect pool data and will work with M. Kelly on this project.

M. Kelly left the meeting.
- 5. President's Report – B. Simmons**
 - a. The hearing on May 27, 2021 resulted in a judgment in favor of the HOA.
 - b. The date to vote on the revised governing documents was extended to June 30, 2021 due to Covid and vaccination concerns, and the Memorial Day ballot drive at the pool being cancelled due to weather.
 - i. The total number of ballots received so far is 157. Eight days remain to solicit more votes.
 - ii. B. Simmons asked board members to please make an effort to get out and obtain more votes.
- 6. Treasurer's Report – J. Burleson**
 - a. The financials were reviewed. The balances remain strong and healthy. The Association has been doing a good job maintaining things.

7. Committee Reports

a. Architectural Control – L. Godoy

i. ACC expedited requests

- 1) 303 Allenview submitted an expedited request for a deck replacement. The ACC and Board approved the request.
- 2) 507 Allenview submitted an expedited request for a storm door and rear sliding door replacement. The ACC and Board approved the request.
- 3) 504 Allenview submitted an expedited request for rear patio replacement windows. The ACC and Board approved the request.
- 4) 702 Allenview submitted an emergency request to place seed and soil over drainage pipes and tree roots on common ground. The ACC and Board denied the request because it was seen as something to be handled by the maintenance committee.
- 5) 772 Allenview submitted a request to replace six windows on the second floor and replace the first-floor siding door. This was an emergency, exact replacement request. The ACC approved the request.

ii. ACC requests approved

- 1) 805 Allenview submitted a request for a storm door and front door replacement. This was an exact replacement, which ACC approved.

iii. ACC requests needing approval

- 1) 824 Allenview submitted a request to remove a large arborvitae and replace it with mulch. ACC recommends approval. J. Fogarty motions to approve, M. Yagel seconds, motion passes with all in favor.
- 2) 846 Allenview submitted a request to replace shrubs at the front with four green velvet boxwood. ACC recommends approval. J. Fogarty motions to approve, L. Godoy seconds, motion passes with all in favor.
- 3) 848 Allenview submitted a request to replace the removed shrubs at the side of the home with flowers. ACC recommends approval and appreciates the work done by the homeowner (removing the unsightly shrubs that were blocking the HVAC unit), but notes the remaining stumps should be removed or cut to be even with the ground. J. Fogarty motions to approve, M. Yagel seconds, motion passes with all in favor.
- 4) 2110 Foxfire Drive submitted a request for a wood cover to place next to their garage door to cover their trash cans. ACC recommends approval, but notes that this request is for a solid wood cover for a single-family home. J. Fogarty motions to approve, M. Yagel seconds, motion passes with all in favor.

iv. Other

- 1) Complaints were received about the exterior condition of 627 Allenview. Many letters have been sent in the past to get the property cleaned up. ACC did look at the exterior, noting there are weeds to be removed, trimming to be done, and items being stored on the porch that need to be removed and stored properly. ACC recommends sending a letter allowing until July 10 to have the work completed. Members of the ACC would be willing to meet with the homeowner after she has attempted to comply with the letter to advise her whether she has done enough to comply.
- 2) 846 Allenview sent a postcard to ACC with some questions. The homeowner is looking to replace the tree at the front of the home. The HOA maintains the common area trees and those will be assessed in the fall. 846 also requested the brand and color code for a front door replacement. The ACC looked at the building and noted the end units have six-paneled windows in their doors and the others have solid doors or doors with two windows at the top. The paint colors are standard throughout. 846 currently has grey; the other options in the building are a red color and green. The homeowner was sent a letter with information from the ACC along with a request form.

- 3) ACC noticed a tree at the front of 2300 Foxfire Circle that is dead. The ACC recommends a letter to request it is removed. The board recommends submitting a request by August 1, 2021 with the plan for removal. The board understands it will take a long time to schedule a contractor to remove the tree, but would like to see the homeowner have a plan for removal.
 - 4) In looking at 848 Allenvue, the ACC noticed a tree at the front, corner of the home that was hitting the home. The ACC recommends the HOA has the tree removed. J. Burleson took a look at the tree. It's located in the corner right by the house and that it would be homeowner responsibility.
 - 5) It was reported a shutter fell off the front of 786 Allenvue. ACC confirmed and took a photo. J. Davis reached out to the homeowner to request that it is hung back up as soon as possible. The homeowner responded to say it will be taken care of.
 - 6) It was reported the rear patio screen door at 648 was missing. ACC confirmed and spoke to a neighbor, who said he would be helping to hang the door. J. Davis reached out to the homeowner by email to find out if the same door is being hung up (a repair not needing a request) or if a new door is being hung up (a change needing a request). An ACC request form was sent with the email.
 - 7) The ACC noticed the common areas are in need of attention by Four Season. They also noted the white fencing is moldy. There was discussion on removing them versus cleaning them. Removing the fences and disposing of them would be a costly undertaking. The cleaning of the fences is something the maintenance committee has been wanting to have done. The Board is in favor of having the fences cleaned rather than removed.
- b. Recreation – no report
 - c. Nominating – L. Reagan
 - i. Lewis is going to recruit volunteers to count ballots after the due date of June 30th.
 - d. Audit – no report
 - e. Budget – no report
 - f. Maintenance – B. Simmons
 - i. J. Costello has been painting townhomes and positive feedback from homeowners has been received. F. Lemmon said he will start the end of June and will be notifying homeowners. J. Fogarty has been looking at the work being completed and is pleased with what he has been seeing from J. Costello.
 - ii. E. Davis was rehired as a second handyman to get the list of outstanding items taken care of.
 - iii. Parvin Paving will be repaving the 600-614 lot beginning July 14. It is anticipated it will take three days and then it is recommended the lot remain closed until the 18th. A. Raimo was asked to remove the barriers the evening of the 18th. J. Davis emailed homeowners to give them one month's notice. A flyer was given to M. Kelly to post on the bulletin board by the pool closer to the date. The flyer will also be posted to Facebook. A reminder letter will go out to residents of that building one week prior to the work scheduled. It was also put on the Allenvue calendar.
 - iv. A homeowner requested a maintenance schedule to be posted for homeowners to see what projects are being done. Jobs such as paving can be placed on the calendar since that is set and the closure of a lot may affect more than one building. The painter notifies residents in buildings prior to doing any painting and a general schedule is posted on the website. If needed, residents are notified of tree work to be done. That also applies to concrete work. Items that the handyman typically does, such as light repairs and mailbox repairs, are ongoing and prioritized as various jobs come up. Individual homeowners are communicated with as needed.
 - v. A homeowner complimented the lawncare company, stating the grass maintenance is much better this year. The homeowner also said the trees that were trimmed in front of the townhomes has greatly improved grass growth.

- vi. A homeowner inquired about the tree survey that was done in 2019. The results showed a split between some homeowners wanting trees removed and replaced, some wanting trees removed to allow grass to grow, some wanting a combination of replacing and not replacing, and some wanting the trees left as they are. The plan for the fall is to have the trees assessed for trimming, pruning, or other work that might need to be done. With the budget this year, it will probably be a lot of trimming to help with grass growth. Then as the budget allows in the future, we can move forward with removing and replacing trees. J. Fogarty noted that some trees will get cut way back and not look good, but to be patient because this helps with the growth and they will come back looking much better.
- vii. E. Hansen asked if the playground area would be weeded and mulched. B. Simmons said that is playground mulch, which is a specific type. J. Burleson will ask Four Seasons if they carry that type of mulch. The handyman will be told to take care of the weeding.
- g. Publicity – M. Yagel
 - i. Please send articles to M. Yagel for a September issue by the August board meeting.

8. Manager's Report – J. Davis

- a. Resale certificates were done for 532 and 706 Allenvue Drive.
- b. The Board will wait until July to set a date for the annual meeting. It will be determined by whether or not the new governing documents are passed.
- c. A homeowner would like the board to consider installing usage meters at the pool and tennis courts that use credit cards or ID cards in order to place the cost on residents who use the facilities the most and keep people from damaging the courts.

9. 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 7:46 PM on June 22, 2021.

Next Meeting: July 27, 2021 at 6:30 PM, Daybreak Church Student Ministry Building