

Rockwell Farm HOA

Board Meeting

January 15, 2017

Board Members in Attendance: Dave Harry, Justin Brown, Rachel Chenot, Nick Vantrease, Laurie Varma

Homeowners in Attendance: Emily & Marion Loper, Terry Taylor

Dave called the meeting to order at 7:00 p.m.

Dave welcomed the homeowners in attendance.

Grounds Committee Update:

Regarding the tree replacement project, Justin asked at what point do we want to move forward? Proposal have ranged from \$10K to 17K depending on our method. We need to choose the contractor. Several trees are dead already at the front entrance. Justin asked, do we act on it this year or wait until 2018? He reminded the group that the retention pond trees also need a decision. He pointed out that the pool/pool house needs attention and asked whether we should try to do both in 2017 and, if so, how to finance.

Justin asked Nick whether he thinks we have enough/will collect enough revenue to handle the tree replacement this year. Nick suggested first handling the pool; he said there is \$12.5K in the 2017 budget if we raise dues to \$300 in 2017. Rachel said the pool will be done in April. Nick said we have \$45K in savings now; with the pool house and trees both handled in 2017, our net going into 2018 will be approximately \$41K.

The Board agreed to move forward on front entrance tree replacement. Evenly Cut option 2 (grinding down stumps, 24 Leland cypress) was proposed as \$12K. Mark Covington proposed \$12K without new trees (i.e., just removal). All-Pro proposed \$9,600-10,000, which includes grinding stumps and installing laurels (bushes not trees). Evenly Cut's proposal included installing Leland cypresses rather than bushes. Dave suggested asking Chris Vose about a cost for using laurels rather than cypresses. Dave explained to members that we are thinking of bushes rather than trees. Justin will talk to Evenly Cut and email a new proposal should Chris offer one. Justin asked that we make a decision within the next month; Rachel suggested that we ask the contractor when they'd want to do the work. Justin stated that we should communicate about all the expenses and the schedule. Laurie said she can put it out all ways we have.

*****Evenly Cut declined to provide a new proposal.*****

Justin stated that tree replacement at the lower retention pond will be more expensive and more complicated since Town of Farragut has concerns with erosion control/stormwater quality. Justin said he will begin contacting contractors; proposals generally last 60-90 days, so we may need to receive adjustments. Marion suggested looking at Town of Farragut info on stormwater quality. Dave said we need to check with the Town on what plants we can use to replace the trees.

Justin announced that our new grounds contractor is All-Pro. Their 2017 cost will be \$1,040/mo. Justin has spoken with All-Pro's owner about meeting sometime in the next week. Justin asked Nick to join him in meeting with All-Pro to get contact info and set the payment schedule. All-Pro has offered to cut any owner's lawn for \$30. Justin asked that the discount be advertised. The company is recommended by homeowners in the subdivision. The owner said he'd like to know we have a process to move through complaints, especially homeowners who talk with employees onsite. Justin asked that we put in newsletter that we have a new contractor and complaints should be sent to the HOA email address.

Marion shared that he was Grounds chair (2010-2014) and Chris provided letters of reference and license, etc. Marion asked if we'd walked through the neighborhood to discuss necessary services and layout. Justin said yes. Marion said having a complaint process is a good idea. Dave said Justin walked through the neighborhood with three contractors and gave them all the same information to bid on. Marion asked if all the contractors had proof of insurance. Marion asked whether we provided a written scope of work; Justin said he didn't but he did walk through and explained the existing scope of work. Justin feels like conversations and walk-through were effective.

Justin said the existing electrician has been unresponsive when contacted. Since late December/early January, he has been trying to get a new electrician to come. Only one called back but has scheduled and rescheduled. Emily suggested Jayco; the owner lives in Fort West. Emily gave the Board his contact number. We may need to go to a larger handyman service, as it may not be cost-effective for a private contractor to take on small jobs. Contractors may focus on larger jobs, which may be why we can't get anyone interested.

Pool Committee Update:

The contract for pool repairs has been awarded to Quality Pools. The cost will be \$13,400 for a pool resurface and tiles replaced. Contract details are \$2,680 (20%) due on acceptance of the contract (required by the end of February). The job will be done the second or third week of April; it is a 2-week process. Due to the timing, we won't have to reseal the pool and then reopen, it will just remain open for the season, which will save money. \$9,380 will be due when the job starts, and \$1,340 will be due upon completion. Justin asked about renegotiating percentages; Nick said 90% due before most of the work will be done. Nick suggested counter offering payments of 20%, 40%, and 40. Rachel said that for the first 3 days, the pool will have to be brushed twice a day and once a day for the next 11 days, to guarantee the warranty. Brushing will be done with water in pool. Quality will handle adding the chemicals. Justin asked about what would happen if a problem developed, would the contractor put the fault on us? Nick suggested that we ask for a written warranty that our work after the job won't be held against us. Rachel said she could ask for the company to review and sign off. Laurie asked if there were any pool house repairs planned. Rachel said the only issue is that the bathroom ceiling is buckling. Rachel recommended contracting with a handyman service for that. The torn window screen has been handled, and floodlight light bulbs need to be bought and installed.

*****The Board decided by group email to pay Quality Pools to brush the pool during repairs to ensure it is done correctly since a warranty is being offered on the work.*****

Capital Improvements:

Laurie, Justin, and Dave explained to the homeowners present that the HOA received word from the Town of Farragut shortly after January 1st that we will have to update our street name signs and directional signs to meet new federal requirements. The street names need to be 4 inches high, and directional must be reflective; the aim of this directive is to make signage more visible to emergency personnel. Dave has assessed that the street name signs are not up to code.

Rachel reported that Watchdog thinks they can mount a security camera at the streetlight by the Bowdens' house. The new camera will require a different recording apparatus. Priced at about \$500. Laurie will let neighborhood know when we are finished with that. We can add up to three cameras on the new system if needed; existing system is OK and will work with new.

Treasurer's Report:

Nick led a discussion of the 2017 Budget in view of our projects. Nick said he started with 2016 actual expenses to estimate the 2017 budget with the projects. Nick said our expenses were 88% of the 2016 budget last year. He expects the HOA to have \$30,000 in operations, plus capital improvements.

Nick said that according to his calculations, \$300 dues will cover expenses. Dave pointed out dues were \$450 at one point. Emily asked if people are aware of the problems of aging. Laurie said we've communicated the issue, but it bears repeating as part of justification for the dues increase. Justin asked that we add a retention pond line item to the budget. The budget goes out with dues on March 1st. Nick said 16 homes sold in 2016. Two homeowners' dues are outstanding. A certified letter has been sent to one homeowner. \$6,400 has been saved with the Grounds contractor change. The Board approved \$300 dues for 2017. Dave suggested the budget be approved; all board members approved.

*****Dave suggested sending a letter for overdue dues to 12945 Meadow Pointe. The Board approved.*****

Secretary's Report:

Laurie will put out a newsletter around March 1st.

Upcoming activities include an egg hunt, the neighborhood sale, and the end-of-the-school-year pool party. The egg hunt will be on April 9th at 3:00 p.m., the neighborhood sale will be on April 22nd from 8:00 am to 1:00 p.m., and the pool party will be on May 23rd at 1:00 or 1:30 p.m. Laurie will contact Old Stage Hills to ask if they want to share advertising again this year.

Laurie has been welcoming new neighbors. We have had quite a few people move in.

Laurie welcomed the new owners at 12924 Morgan Path, who asked about the swath of land between himself and his next-door neighbor at 12916 Morgan Path. Laurie said she explained that we are aware that that is a privately owned lot. He told Laurie that he does not want responsibility for mowing. Laurie agreed to speak to the Board on his behalf.

*****Dave checked KGIS for the lot and found that the owner is the builder, not a Larry Turner, whom Laurie had heard was the owner several years ago. Dave suggested sending a letter to the builder to let him know we are aware of his ownership of the lot and that we will begin charging dues. The Board approved.***

Laurie presented two fence proposals she had received from the owners of 12920 and 12924 Pine Meadows. The Board approved the proposals.

The next Board meeting is scheduled for April 23rd at 7:00 p.m. at the pool house.

Action Items:

Rachel will deal with the front entrance security camera job and pool repairs. Justin will talk with Evenly Cut about a new bid for front entrance work that includes bushes rather than trees. Justin will work on finding an electrician to handle the lights that are out. Nick will prepare dues notices and budget to deliver to Copies n More around February 25th so they can go out on March 1st. He will need to provide all copies of the dues notice, a copy of the budget for printing, window envelopes, and stamps.

Dave adjourned at 8:28 p.m.