

Rockwell Farm HOA Board Meeting

December 13, 2015

Board members present:

Glenn Coppock, Justin Brown, Rachel Chenot, Ed Saunders, Laurie Varma

President's Update:

Glenn stated that the Board will not review the subdivision for covenant violations, but will evaluate complaints when received. Board members can register issues. Glenn also said that the issue of 2009 initiation fees that were not collected will be dropped, as well as the issue of any fees that may have been collected on covenant violations from January 2014 to October 2015.

Ed said the fees he sees on record are related to late dues, not other kinds of fees.

Laurie stated that the covenants allow for fees to be collected when dues are late, in addition to placing liens. The covenants do not allow for collection of fees on covenant violations.

Grounds Update:

Turnover records (i.e., Marion's files) have been located; Justin has them now.

Justin reported that he spent time with Chris Vose of Evenly Cut, going around the neighborhood discussing the services the company provides to the subdivision, as well as the breakdown of landscaping responsibilities among the HOA, Town of Farragut, and homeowners. Chris has provided a budget showing a cost of \$17,246.50, for 2016 for mowing, pine straw, turf, and irrigation. This represents a \$10 increase from 2015. Chris gave Justin a matrix showing price history back to 2011 and explained the increases over time. Chris' proposal included periodic or "a la carte" extras (e.g., tree lifting [low branches cut], winterizing the irrigation system). Installments are \$1118.00/mo for Evenly Cut's routine services.

Invoicing procedures are monthly installments and per-service. Ed suggested that Justin ask Evenly Cut to let us know when per-service bills will come through.

Evenly Cut's proposal for 2016 includes removal of five pine trees (along Old Stage Road to right and left of entrance) down to stump or grinding stumps. The outgoing Board's plan involves replacing pines with Leland cypresses. The Board recognized the options of staggering the replacements and cutting all trees down at once to let them grow up together. The outgoing Board proposed staggered replanting.

Rachel suggested getting Petree's to come out and check the pines trees' condition; the owner is an arborist. Petree's has been used in the subdivision before, and was considered fair. Justin will call Petree's to review the old Board's plan and get the company's advice on a planting schedule.

Ed questioned the Turf pricing, which has gone up significantly from 2011 to present. Turf work includes pre-emergent and grass seed. He said we could rebid next year after Justin is settled in the role.

Justin has not found a written/signed contract anywhere. Rachel suggested that we communicate with Evenly Cut that we expect that his bills will reflect his estimate and that he needs to contact us with deviations.

Justin called for a vote to continue with Evenly Cut. Glenn recommended we continue with Evenly Cut and Justin continue to work on understanding the structure for grounds firm fixed price services plus a la carte services. Board voted to keep Evenly Cut as grounds contractor for 2016 for established services. Discussion of trees will be dealt with separately after Justin has had a chance to pursue Petree's advice.

Pool Committee Update:

Rachel said we have three companies providing services for the pool/pool house: Rocky Top Air or General Air, Quality Pools, and janitorial. The HVAC service and janitorial company were changed at some point in the last 2 years. Rachel will call General Air to determine HVAC service contract terms. The janitorial service was changed to a former Board member's housekeeper. Laurie suggested that Rachel check in with the current provider to find out what the outgoing Board communicated regarding continuation.

Resurfacing the pool is in the outgoing Treasurer's proposed budget. Rachel will call the service provider to determine need; will need to be done before the swim season. If we do pool resurfacing, we will need to get three bids.

Treasurer's Update:

The Board discussed details of the outgoing Board's being overbudget for 2015 and the need to look carefully at our large costs and the improvements the outgoing Board had proposed. Ed stated said he would take the following off the 2016 budget: Trees, HOA Management company, pool resurfacing.

Ed had to transfer Money Market funds to checking at takeover to handle expenses through March 2016 (i.e., dues collection). Glenn suggested reimbursing the Money Market account for the money Ed transferred to cover expenses through March. The covenants stipulate that initiation fees go straight to Money Market account, but the smaller number of sales per year compared to when the subdivision was first established doesn't put a lot into Money Market.

Justin doesn't think we should pull Money Market funds for trees if they are not a hazard (i.e., tree removal may need to be postponed).

Rachel will look into what we need to do to get an audit and advised frequency.

Justin suggested communicating clearly and repeatedly to homeowners when large projects with large price tags become necessary.

The outgoing Treasurer had recommended \$260 for 2016 dues. The Board was not sure whether it was increased for a particular expense.

Ed will work on a proposed budget and 2016 dues for the January meeting.

Secretary's Update:

Laurie requested that Justin ask Evenly Cut to freshen up the dirt and pine straw at the front entrance where a car ran up onto the curb on a recent rainy evening. The boulders were thrown back onto the

flowerbed but not back into place; rotating the boulders would probably require rented equipment given their weight. The requested landscaping fix could wait until the company is working on flowerbeds in the spring.

Laurie reported that she is working on a response to a complaint from a Quail Pointe homeowner regarding nuisance barking and overgrown landscaping on their next-door neighbor's property. Laurie has also received a complaint about nuisance barking at a Heathland Drive home. Laurie is working on an email to send out to all homeowners to communicate the Board's policy on nuisance barking.

Laurie has been working on updating the Neighborhood Directory and welcoming neighbors who have just moved in, as well as those for whom we have only a name. This may mean that families were not welcomed, or that they were welcomed but their contact info was not collected. The neighborhood has had two sales since the October election.

The Board discussed the options for the final quarterly Neighborhood Beautification award and awarded the prize to 12917 Meadow Pointe Lane. The year's grand prize will be decided at January's Board meeting.

The Board set the first meeting of 2016 for January 17th at 7 pm in the pool house.

The Board set their terms as 1 year for Glenn and Ed, and 2 years for Rachel, Justin, and Laurie.

Laurie stated that the Board needs to discuss starting the process of researching HOA management companies should the Board not be able to replace departing members, or other systems such as requiring each phase to provide representatives if the HOA is to be run by homeowner volunteers. The Board will need to communicate with homeowners about the issue, what steps need to be taken, and results of any research done, should the Board choose to research HOA management companies. The Board should also attempt to engage homeowners in a research/brainstorming committee.