

Taskers Chance HOC, Inc.
Regular Meeting Minutes
October 19, 2017

The Board of Directors of Taskers Chance Homes Corporation met at the Clubhouse, Frederick, Maryland on October 19, 2017 at 7 p.m.

Present:

Mr. Horacio Rodriguez, President
Mr. Brian DeHaven, Treasurer
Mr. William Warehime, Director
Ms. Sharon Glaser, Director
Mr. Brian Schmitt, Director
Ms. Sue Ezzati, Director

Absent:

Ms. Belinda Morton, Vice President
Ms. Shauna Tunder, Secretary

Others Present:

Ms. Nancy Keen, Vanguard Management, Community Representative
Ms. Liz Van Brunt, Recording Secretary

14 residents

I. CALL TO ORDER

Horacio, president of Taskers Chance HOC, called the regular meeting to order at 7:00 p.m. with a quorum present.

II. MINUTES

Motion to approve the August 17, 2017 meeting minutes as presented.

Glaser/DeHaven Vote: 6/0/0

III. HOMEOWNER OPEN FORUM

A resident commented that parking near Long Acre Court is troublesome. If there is a home with too many cars let Vanguard know. Some sections of the community do not have room for two spaces per house. The garbage corral at Long Acre is always a mess. The board recommended that the residents in that area let Vanguard know of violations so they can resolve issues or send violation notices. There is so much stuff that someone must see who is dumping the large items and the construction materials. If there are common area landscaping items that need maintenance Vanguard can send the landscape crew out. A letter reminding people of parking limitations can be sent.

A resident inquired whether the city has responded to the request for speed control on some roads, as mentioned at the recent NAC meeting. The board has not heard back from the city yet.

A resident commented about snow removal. The streets are cleared by the city, the HOA is only responsible for clearing the sidewalks. Any complaints about the streets can be filed online or with the city public works directly. Homeowners are responsible for the townhouse parking spaces. A note can be placed in the newsletter.

A resident commented that the island near Long Acre has no grass and needs seeded this fall.

A resident commented about a sidewalk near Long Acre that needs repair.

A resident asked about what and when chemicals are spread for landscaping. If someone is sensitive to chemicals they can register online with the landscapers. They are required to notify those registered when they spray common areas. Classic could be asked what their schedule will be for the next few months. Another comment was about a particular area near a school bus stop that needs extra cleaning attention. This can be added to the newsletter, along with a reminder of the traffic rules in regards to school buses.

A resident spoke about a tree that is very big and near their home. Classic reviewed the tree and declared it to be healthy. The city would not allow a healthy tree to be cut down. Some trimming could be done but it won't really reduce the amount of leaves or reduce the size by much. The city has many regulations on the plant life around the neighborhood. The board reminded the community that they have devised a tree trimming plan for the community that will take place over the next 3-4 years.

A question was raised about street paving. That is up to the city. On Schaffer there was some recent work because the construction in Rosehaven is nearing completion. The city can be contacted to inquire about the road repair schedule.

Some questions were raised about the budget and in particular the reserves. The board responded that a new reserve study was recently done and that showed more money needed to be put away for future capital replacement. The amount put away each year fluctuates some. Recently a retaining wall was replaced. Reserves cover areas that need replacement such as pool equipment, common area sidewalks, fences and playgrounds. Some discussion of how the reserve studies are done. The board has decided to replace the wood retaining walls with block because they last much longer, even though they cost more than the original wall.

A resident commented that the corner at Heathfield seems to collect a lot of large household trash such as mattresses. Any violations can be reported to Vanguard. The area needs some more grass planted.

Maintenance inspections were done recently and people have been instructed to fix violations by the November board meeting. If dogs are seen unleashed or feral cats are found call animal control.

The city wants yard waste in paper bags. A wheeled can could be used that says "yard waste." Stickers can be purchased at the recycling center and placed on the cans.

If any postal box needs repair or replacement contact the USPS.

Action: include in the newsletter notices about respecting neighbors in regard to parking, using trash corrals for basic home refuse – not bulk items, keeping school bus stop areas clean, and following traffic rules for school buses.

IV. MANAGEMENT REPORT

A. Tree Removal Request

**** – a common area tree is damaging a homeowner's property with its roots. Classic's proposal for removal and stump grinding is \$927. The tree is alive and healthy. The homeowner can grind the roots on his side; but the board had decided to not remove the tree at this time.

B. Snow Clearing Contract

Classic costs have gone up a little (\$62/hr for shoveling, \$72/hr for snow blower). The board feels that is a reasonable increase. The only responsibility of the association is to clear the common sidewalks. The city plows the streets. Townhouse parking areas are the homeowner's responsibility.

**Motion to approve the Classic snow clearing contract as presented. DeHaven/Schmitt
Vote: 6/0/0**

C. Pool Furniture Repair

The inventory has been done and twelve lounge chairs, three sand chairs and one arm chair need restrapped. Criterion's proposal is \$941.23

**Motion to approve the pool furniture restrapping proposal from Criterion.
Ezzati/Warehime Vote: 6/0/0**

D. 2018 Operating Budget – Final Approval

Upon approval of the budget the assessment notices and new payment coupons will be mailed in November.

**Motion to approve the 2018 operating budget as presented. DeHaven/Ezzati
Vote: 6/0/0**

E. Petworth Way Wall Repair

The landscape wall has three areas in need of repair. Artistic Masonry sent a proposal. Any blocks that can be reused will be reused.

**Motion to accept the Artistic Masonry proposal for the Petworth Way wall repair.
Ezzati/Glaser Vote: 6/0/0**

F. 2017/2018 Audit Proposal

Goldklang Group has a small increase from last year for the next two year's audits.

**Motion to accept the proposal from Goldklang Group for the 2017/2018 audits.
DeHaven/Schmitt Vote: 6/0/0**

G. Reserve Investments

Management recommends transferring \$50,000 from the Morgan Stanley general reserve money market to a 2021 CD and \$50,000 into 2022 CD to continue laddering the funds.

The Recreation money market reserve account suggestion is to reinvest \$40,000 into a 2020 CD and \$40,000 into a 2021 CD.

Motion to transfer \$50,000 from the Morgan Stanley general reserve money market to a 2021 CD and \$50,000 into a 2022 CD; and for the Recreation money market reserve account to reinvest \$40,000 into a 2020 CD and \$40,000 into a 2021 CD to continue laddering the funds. DeHaven/Ezzati Vote: 6/0/0

V. NEW BUSINESS

A. Trash in Common Areas

Jet Services will be called to pick up the extra trash at the entrances. There is also a chair in the trees on Key Parkway behind the townhouses on the Greenspring side. There is a storm water management area on Bel Aire Lane that needs some clean up.

B. Winter Season Lighting

It was suggested to have some simple wreaths or big bows on the clubhouse doors and some basic lights outlining the clubhouse rather than as many as have been installed in the past. There seemed to be a lot of problems last season due to wind and power surges.

Action: Nancy will ask Jet Services to use fewer holiday light installations this year.

VI. OLD BUSINESS

The board decided to plant some bushes around the common area electrical boxes and plans to continue planting every quarter until common area boxes are improved. A list can be draw up and a schedule can be set. The major thoroughfares are the first focus. There are limits to what and where plantings can be installed. Ornamental grasses could be considered. This planting was started to help discourage youth from sitting on the boxes and loitering.

Action: draw up a list of common area electrical boxes and set a schedule of plantings.

**Motion to close the regular meeting and move to executive session. DeHaven/Schmitt
Vote: 6/0/0**

VII. EXECUTIVE SESSION

A. Collection Decisions

Write off to bad debt: *****\$870.09 due to foreclosure.

Motion to write off \$870.09 to bad debt from *** Warehime/Schmitt Vote: 6/0/0**

Write off to bad debt: ***** – the lawyer was able to successfully collect on the judgment of \$5,656.12 but some of the legal fees are not collectible per the District Court. The amount to write off is \$2,707.13.

Motion to write off \$2,707.13 to bad debt from *** Ezzati/Glaser Vote: 6/0/0**

VIII. ADJOURNMENT

There being no additional business for the Board to conduct at this time, the Board meeting adjourned at 8:28 p.m.

Motion to adjourn the meeting at 8:28 p.m. Glaser/Ezzati Vote: 6/0/0

Respectfully submitted,

Liz Van Brunt
Recording Secretary