

Derwood Station Homeowners Association No. 2 Inc.
Board of Directors Meeting
September 30, 2019
FINAL Minutes

The meeting of the Board of Directors (BOD) was called to order at 7:30 pm by the President at the home of Mr. Jordan. Six members were in attendance as was the representative of TMGA. Absent was Mr. Hilliard.

August 2019 Board Meeting Minutes: With changes suggested by the President, the August minutes were accepted.

E-Vote: Since the AUG BOD Meeting, the BOD voted unanimously to approve Association participation in a Fall Cook-Out in conjunction with the adjoining two HOA's. Activity to be paid for from the Operating Fund, and charged to Account 07900, Community Social Activities.

Use of E-Mail in Conducting Association Business: The TMGA Manager will prepare for the October BOD Meeting an analysis of how various uses of e-mail allowed under current County/State statutes could contribute to lowering Association printing and mailing expenses.

Management Contract Renewal: The current contract with TMGA expires 31 December 2019. The TMGA Agent presented the BOD with a proposed replacement which he reported contains no changes from the current contract. The President asked BOD members to review the contract for a decision at the October BOD Meeting.

Draft 2020 Operating Budget: The BOD approved a Draft FY 2020 Operating Budget to be sent for review and comment by the membership and final BOD action at the October BOD Meeting. The Draft calls for an approximately 5% increase in the FY 2019 Annual Assessment (from \$327.00 in 2019 to \$343.00 in 2020. The Draft shows increases over FY 2019 as follows:

- Community Social Activities: from \$1,200.00 to \$2,000.00;
- Tree Maintenance: From \$4,000.00 to \$5,260.00;
- Tot Lot Maintenance: (From \$500.00 to \$1,000.00);
- Postage and Mail: From \$600.00 to \$700.00);
- Insurance: From \$2,600.00 to \$2,700.00.

This Draft, with a BOD-approved cover letter, will be mailed to the Association membership in the coming week.

Environs Committee Recommendations:

- Replace 72 linear feet of damaged timbers on the top course of the Tot Lot's wooden surround. Once these most-damaged timbers are replaced, the entire course will be sealed with a water-resistant sealer. **BOD ACTION:** Approved contracting with Stolberg landscaping for this work at a cost of \$945.00 to be shared with HOA-South (President Harsanyi will discuss this with his HOA-South Counterpart.) Replacement to be paid for from Reserve Checking and charged to 09117, Tot Lot Repair.
- Remove two dead dogwoods from behind the CA-1 bench and replace* them with an 8-10 foot purple crepe myrtle and an 8-10 foot Kousa dogwood at a cost of \$1,095.00 to be charged against the 5-Year Tree Plan. **BOD ACTION:** Approved contracting with

Stolberg for the work. Replacement to be paid for from Operating Fund checking and charged to 09010, Tree Maintenance.

- Plant* fifteen 8-10 foot Cryptomeria along CA-12 at a cost of \$11,250.00 to be charged against the 5-Year Tree Plan. **BOD ACTION**: Approved contracting with Stolberg for the work. To be paid for from Reserve fund checking (and to be repaid from SHA fund upon May 2020 expiration of CD) and charged to 07901 Common Area Tree Project).
- Plant* ten 8-10 foot Cryptomeria along CA-13 at a cost of \$7,500.00 to be charged against the 5-Year Tree Plan. **BOD ACTION**: Approved contracting with Stolberg for the work. To be paid for from Reserve fund checking (and to be repaid from SHA fund upon May 2020 expiration of CD) and charged to 07901 Common Area Tree Project).
- Plant* twenty-five Otto Luykin (3 gallon), twenty-five Knockout Rose (3 gallon); one 6-8 foot cherry tree and one 6-8 foot holly tree in the wooded area at the foot of CA-2 at a cost of \$8,140.00 to be charged against the 5-Year Tree Plan. **BOD ACTION**: Approved contracting with Stolberg for the work. To be paid for from Reserve fund checking (and to be repaid from SHA fund upon May 2020 expiration of CD) and charged to 07901 Common Area Tree Project).

*Contract calls for planting, staking (of trees), and a one-year warranty on all items.

NOTE: All these plantings are included in the Five Year Tree Plan, although, in that document, the CA-13 plantings were scheduled for 2021. The aggregate total for these approved actions is less than that originally estimated in the Five Year Tree Plan.

- Perform re-configuration of the far end of CA-2 to correctly direct surface water run-off from both grassy and wooded areas at a cost of \$2,800.00 including re-seeding to be charged against the SHA fund. **BOD ACTION**: Approved contracting with Stolberg for the work. To be paid for from Operating Fund checking and charged to 07901 Common Area Tree Project.

Other Environs Committee Reports:

- Meeting to be scheduled in October with representatives of Parks and Planning to review status of remediation efforts on CA-1/4/5.
- Committee will make recommendation for long-term management of CA-2 Rain Garden at October BOD Meeting.
- Stolburg Landscaping will apply state-authorized herbicide treatment to Common Area 8 during the coming week. If this application yields positive results, the Board may authorize such lawn treatment in the future to other Common Areas. The President will notify homeowners to keep their children and pets off Common Area 8 for 24-48 hours once the warning flags are posted by Stolburg.

Architectural Committee: Approved a solar panel installation at 7416 Oskaloosa Drive.

Reserve Analysis Amortization Rates: The BOD confirmed its intent to have the amortization schedule for the Tot Lot equipment to be based on a 25-year life expectancy from its purchase in 2001.

Adjournment: At 9:00 pm, a motion was made and passed to adjourn with the next meeting to be held at 7:30 pm at Mr. Jordan's home on 28 October 2019.

Submitted,

Barry Wolcott
Secretary