

Indian River Farms
HOA Meeting Minutes
May 10, 2016

The meeting was called to order at 6:33pm. Board members present, Erick Kearns, Janet Wilms, Cindy Rauch. Board members absent at start of the meeting were John Hernandez and Stacy Nixon. John Hernandez arrived and joined the meeting in progress at 7:05pm. Minutes were approved with a motion to dispense of the reading and approve as written by Cindy, Erick.

Officer Reports were waived. President Erick Kearns did provide brief update on status of mailbox installation project. Contractor is completing 7-8 posts per full day of work. Board is doing daily walk through with the contractor to assess quality and issues. Weather has been a factor.

Committee Reports:

ARB

The ARB Committee representative Najwa Wynn reported on the April and May ARB meetings and the quarterly ARB inspection of the common areas performed by Ms. Wynn and Mr. Medina. Ms. Wynn noted one missing fence caps from the white vinyl fence at the entrance to the community, which Mr. Medina located in the drainage ditch and reinstalled. They did not inspect the common area drainage issue in the front of the neighborhood due to wet conditions. Michaela to follow up on having the caps secured with adhesive. Ms. Wynn reported that Solitude Lake Management attended the April ARB meeting and presented information regarding BMP management strategies for informational purposes.

The ARB committee reviewed 6 applications at the May meeting with 5 approved and one deferred to the Board of Directors.

Social Committee

Ms. Sudduth provided and update from the Social Committee:

Garage Sale scheduled for May 14 to begin at 8am. Banner is displayed and advertisement placed. Will post update to Facebook as well.

Planning for summer activities with focus on children. Intent to keep cost minimal. Proposed an end of the school year celebration in the common area the afternoon of Friday June 17. Ms. Sudduth to discuss with the rest of the social committee and provide feedback to the Board.

Michaela read her managed report. May financials were unavailable at the time of the board meeting.

Homeowner's Forum commenced at 6:57PM.

One Homeowner expressed concern about speeding in the neighborhood. Discussion ensued to add another informational piece to the next newsletter. If specific offenders are known, contact UPA to have a violation letter issued to the homeowner. Janet Wilms, Vice-President, will outreach to Virginia Beach City Policy Dept to request additional police patrols in the evening, nights and weekends in particular. Homeowners were encouraged to contact Virginia Beach City Police Dept directly at the non-emergency number when they have specific concerns or information regarding speeding in the neighborhood.

Virginia Beach Community Outreach office already scheduled to address homeowners at the July BOD meeting.

One homeowner provided an update on her home status regarding violation letters and her intent to comply. She is concerned about the communication between UPA, homeowners and the BOD. She also provided information on a product to remove rust stains from siding – Sherwin Williams product called Snow Cap.

Homeowner's forum closed at 7:12PM.

New Business:

Solitude Lake Management proposal regarding maintenance of the 2 larger BMPs reviewed. The current Reserve Fund in the HOA budget does not include BMP maintenance funds, it is for replacement of items only. It was reaffirmed it is the HOA responsibility to maintain the BMP functionality. Residents that live on the BMP do have private property that extends into the BMP and it is the homeowner responsibility to maintain their property, including the easement for the BMP, according to ARB standards and guidelines.

ARB guideline revisions will be presented to the BOD in June by the ARB committee. They are looking at the Declaration, city ordinance and considering input from Solitude Lake Management to define proper maintenance of the BMP easements. ARB requested input from an additional commercial company that specializes in BMP maintenance. Discussion on BMP maintenance contract proposals was tabled to the July BOD meeting to allow additional time to review and revise ARB guidelines by motion from Erick/Cindy.

Proposal for a new reserve study was reviewed. Last reserve study was completed in 2014 and the next one is scheduled for 2019. Defer any new reserve study by motion from Erick/Janet.

ARB asked to revise all of the current ARB guidelines. Discrepancies noted in the current version. Need to be reviewed against the Declaration. Noted there are two versions of the ARB application for exterior improvement that are currently being utilized by the homeowners. HOA website to be updated with the version that is being distributed in the new homeowner closing package. Michaela to email John Reddy with the updated documents for upload to the website. ARB to evaluate the exterior application and make recommendations to BOD for any changes. John Hernandez will forward any legacy documentation he may have available.

Deferred ARB application for exterior improvement from the May ARB meeting was reviewed and discussed by the BOD. Additional information was provided by the homeowner. The application was approved with conditions by the BOD by motion of Erick/John.

Appointed a new member to the ARB, Ms. Rachelle Bradley to fill the current ARB vacancy. Removed previous chairperson Megan Ross from the ARB committee. This was by motion from Erick/Cindy and Janet. John H deferred vote to the rest of the Board members present.

Old Business:

Reviewed Storm Drain proposals from three entities that responded to RFP. Conrad Brothers estimate is approximately \$7,000 to \$7,500 to excavate the sink hole area, determine the cause and correct the

issue. This is an estimate as cost may vary once the root cause of the sink hole is identified. Hydrostructures provided estimate of \$1275 for CCTV inspection to identify problem. This is for inspection only, not for repair. ARM failed to respond to RFP. Excel Paving corp provided estimate fo \$3860 to repair existing drop inlet and 12" storm drain pipe, fill sink hole, add topsoil and seed. Proposal from Excel accepted by motion Erick/Janet. Erick provided signed contract to Michaela.

The board moved to executive session at 8:14pm and closed at 8:23pm.

The Board moved back to Open Session at 8:23pm.

Review of due process actions to be taken by motion Erick/John:

Case 1: Agreed to May30 deadline for compliance with violation letters. Erick to provide verbal update to homeowner, and Michaela to forward written correspondence.

Case 2: Agreed to June 1 deadline to compliance with violation letter. Michaela to send written correspondence.

Case 3: Remove all 2016 late fee assessments and write-off for bad debt due to chapter 7 bankruptcy filing. Agreement signed by Erick and returned to Michaela.

Adjournment at 8:30pm.