

BOD Indian River Farms  
HOA Meeting Minutes  
February 15, 2017

The meeting was called to order at 6:35pm. Board members present, Erick Kearns, Tonya Anderson, Janet Wilms. Cindy Rauch and Stacy Nixon were absent. In addition to homeowner attendance at the UPA office, a conference phone line was opened to allow homeowners to participate in the meeting via teleconference.

November BOD Minutes were approved with a motion to dispense of the reading and approve as written by Erick, Tonya. Motion carried

Officer Reports were waived with a motion by Erick/Janet. Motion carried

Michaela reviewed UPA management report.

New Business opened at 6:41pm

Multiple requests for addition to the Facebook (FB) page have been requested recently. These requests are screened against the homeowner list to confirm these requests are coming from current homeowners of IRF. Recently several requests have not been from people who are listed as homeowners in IRF. This vetting of requests sometimes requires UPA to confirm new homeowner names. Call to all current homeowners to let the board know if a homeowner is experiencing delays getting approval to join the closed FB group so we can expedite those requests where appropriate.

Resignation of Vice-President Stacy Nixon was accepted by the Board. This resignation had been previously submitted in writing and the BOD had issued notice to homeowners of the board vacancy via the postcards that are mailed to all homeowners regarding future meeting. One homeowner expressed interest in filling the vacancy, Matt Merciez. Mr. Merciez had indicated his interest and experience via email to Michaela, which was shared with the BOD. Motion to appoint Matt Merciez to the BOD to fill the vacancy of Stacy Nixon's remaining term, through Sept 2019 by Erick/Janet. Motion carried unanimously. Motion to appoint Matt Merciez as Vice President of the BOD by Erick/Tonya. Motion carried unanimously.

Michaela provided a form to be reviewed by the BOD. Intention of the form is a written submission process to support a constructive meeting and homeowner forum discussion and assist the BOD in responding to homeowner concerns. The form will be included as part of the next newsletter and will be added to the forms section of the website. Use of the form will be encouraged but is optional.

Unfinished Business:

Quote for removal of sand from the sandbox at the common area playground reviewed. Quote submitted from Playground Specialists. Previous requests to have the sand removed and replaced by rubber mulch from homeowners who are concerned about unsanitary conditions within the sand. Review of the quote and discussion centered around the high cost associated with removal and disposal of the sand, the high cost of of labor, and the cost of any additional toy panels. Community work day approach was proposed, to have community effort to remove the sand and scatter in the low spots around the drains and swales. Discussion if there was any liability to the association if anyone is injured during community day. Michaela will follow up on this with State Farm. Meanwhile proposal by Tonya to

coordinate a community day effort on April 2 to have the sand removed. Michaela will request revised proposal from Playground Specialists for only the installation of rubber mulch in the empty sandbox section and to replenish the mulch to 9 inch recommended depth for the remainder of the playground area. No new toy panels will be purchased. Motion to have current proposal tabled, and revised proposal will be reviewed at the March BOD meeting by Tonya/Janet. Motion carried.

BMP water maintenance contract proposals continue to be tabled for further discussion to the March BOD meeting.

Homeowner's Forum commenced at 7:10pm.

Questions and concerns about change in rules and regulations put forth by BOD at September community day, particularly around BMP bank clearing and maintenance and the rule to remove trees and woody growth from the bank. There was concern about the level of communication around the rule changes and the enforcement that begins in March. It was felt that homeowners need a reminder about the rules and regulations, especially given the concerns that were raised at previous meetings. It was again mentioned that All Things Green had provided a quote by lot for homeowners to support clearing the bank and bringing the bank into compliance with the new rules. Each interested homeowner can contract individually with ATG, if they choose; at their specific discounted rate in the quote. Any interested homeowner can contact Michaela at UPA to obtain the quote for their residence. This information was previously included in the newsletter. Michaela advised only one homeowner had contacted her to request their cost estimate. Previous statements by a homeowner that outside legal counsel was consulted and they advised the BOD has no authority to change rules and regulations unless they are specific to the common area maintenance were retracted via email by that homeowner prior to this meeting. The homeowner acknowledges the BOD is acting within their scope of authority to promulgate and enforce ARB guidelines and rules and regulations. As follow up on questions about trees in the BMP bank area, there has been an outreach email from the BOD to Mike Jackson with Urban Forestry Management division of City of Virginia Beach and JB Wilson, Waterway Management Engineer for City of Virginia Beach to address conflicting suggestions within the two management plans. No response received to date from either party. BOD advised the changes had been reviewed with UPA and the association attorney prior to passage in 2016. Enforcement of the new rule on BMP bank maintenance starting March 1, 2017 was previously communicated and remains the current plan. Violation letters will be issued beginning with the March UPA inspection process. It was requested that a reminder article be added to the next newsletter regarding enforcement of the new rules.

Information provided by a homeowner around Neighborhood Watch. Ms. Theresa Bell has obtained additional information regarding NW program and would like to be a coordinator for IRF to assess interest in forming a NW program. She has been working with the community resource officer. NW will require at least 50% of the homeowners to sign up indicating interest. In addition, a minimum 15% of homeowners will need to attend a 4 hour/year training session. We would need a coordinator and approximately 6 block captains. There are 10 training meetings throughout the year, and at least one homeowner (can be different person at each meeting) needs to sign in and attend each meeting. . The program is re-evaluated annually for participation rates to continue as a formal NW program. Ms. Bell is going to attend an informational meeting on March 14 and will learn more about the roles and responsibilities for the coordinator and block captains. She will draft a post for the FB page to share the information she has and she will forward a notice to Michaela to be placed on the website. She has

volunteered to coordinate the effort to evaluate homeowner interest in pursuing this program. There will be some information added to the next newsletter to share this opportunity.

There was discussion and concern raised by some homeowners regarding a number of property changes that have occurred. There was a question if all of the changes had been approved by the ARB process. A statement was made that there is a lot of discussion among neighbors about changes they are seeing. It was advised to refer homeowners with questions to Michaela at UPA, rather than to the ARB chairman or a board member. A statement was made that homeowners feel the BOD "cannot do anything" if there are violations to ARB guidelines, and nothing can be done to enforce guidelines and rules and regulations. Reminder if there are questions or concerns about violations or ARB guidelines or rules and regulations to contact Michaela. Michaela reminded there is due process for violations as the enforcement mechanism when necessary. That would be the last resort the BOD would use, but it is an established mechanism to enforce the HOA guidelines, rules and regulations.

Homeowner's forum closed at 8:43PM.

Motion to hear committee reports by Janet/Tonya.

Newsletter:

Diana made a general call for articles and topics of interest to the community for the next newsletter. She summarized the planned content already identified. It was suggested there be a call out for new Social Committee participants in the newsletter. Diana suggested a "fun" type of article summarizing some of the more interesting special occasions that may be coming up. Submission deadline for the newsletter content is Feb 24.

Social committee:

Theresa Bell recommended assessing interest in an Easter egg hunt in the common area. She asked for an article in the newsletter requesting feedback from homeowners to see if there is interest, and she will draft a post for FB. Theresa advised that the Santa event went well in December and all in attendance provided positive feedback; a good time was had by all. There is an open call to homeowners interested in joining the Social Committee to reach out to Theresa Bell directly, to Michaela, or to send an email via the email address on the website.

ARB committee:

ARB Committee report presented by Ms. Wynn. The next quarterly walk-through of community area is slated for April 2 at 4pm. Those interested in conducting the walk-through will convene in the common area park at 4pm. There was mention that street light outages can be reported via [Relayelectric.com](http://Relayelectric.com). There was a request to include an article in the newsletter on where the ARB applications can be obtained (website) and a reminder to all homeowners to submit ARB applications prior to any planned alteration to the exterior of your home, per the association documents and requirements.

The open session of the meeting was concluded with a reminder the next BOD meeting is scheduled for March 14, 2017, and the conference phone line was closed.

Motion by Erick/Janet to move to executive session at 8:00pm. Motion carried.

Motion by Janet/Matt to close Executive session at 8:53pm. Motion carried.

Motion to adjourn meeting at 8:54pm by Erick/Matt. Motion carried.