

**DEERWOOD COUNTRY CLUB ESTATES
HOMEOWNER'S ASSOCIATION
Meeting Minutes, April 19, 2007
Held at Deerwood Clubhouse**

ROLL CALL

Board Members Present

Lenny Rankin, President
Dennis Mazer, Vice President
Jim Palmieri, Treasurer
Patricia Metoyer, Secretary
Howard Josephson, Trustee

ALSO PRESENT

Katy McGinnis, Community Manager/Target Property Management
Joyce Gibson, Minute Taker

CALL TO ORDER

The meeting was called to order at 7:30 PM by Lenny Rankin.

ELECTION

Due to a lack of obtaining the required votes at the Election Meeting on January 11, 2007, additional ballots were obtained. Votes were tabulated and a quorum was met on April 19, 2007. It was determined that the President and Vice President positions would remain the same. In January 2008, there will be three Board positions open. These open positions in 2008 will be two year terms.

APPROVAL OF MINUTES

Motion by Lenny Rankin to approve and accept the minutes from the January 11, 2007 Election Meeting was seconded by Dennis Mazer.

TREASURER'S REPORT

In 2006, it was reported that there was a \$7,600 surplus. The surplus was added to the Capital Reserve Account. This year the amount budgeted to Lipinski Landscaping for Snow Removal was raised to \$76,000. The ice storms were the reasons for the extra expenses this past winter. There are six homeowner liens pending for non-payment of Association fees, totaling \$7,700. Roof repairs will be needed in the future.

ARC COMMITTEE

It was reported by Monica Palmieri, that more homeowners are requesting approvals for the installation of patios. There have been three applications for the installation of satellite dishes. It was announced that there were three new members on the Committee: Bernie Heinz, Joyce Zimmerman and James Mantel.

LANDSCAPE COMMITTEE

Members of the Committee met with Lipinski Landscaping for the yearly planning and scheduling. The weekly mowing and planting will begin the end of April. The fertilization and weed control has been completed and will be applied again in October or November. Mulch has also been laid. In the Fall, tree planting will begin and trees and shrubs will be trimmed. Owners are responsible to replace trees. Lipinski will advise the Committee if any trees need to be replaced. It was discussed that the Transition Study should also show any areas that might need tree replacement. The sprinkler system will be inspected by Lipinski next week. Any necessary repairs will be done and the system will be turned on in May. It was discussed that there was a prior problem with the clocks and has been resolved.

RULES COMMITTEE

It was reported by Mike Lario, that the Committee has met twice. The contents of the Violation letters were discussed. The Committee feels that the letter is not specific enough. There were several homeowners that had their Appeals granted.

MANAGEMENT REPORT

OLD BUSINESS

Transition Study - Management will send copies of the Study to the attorney and the developer. Management will schedule a walk-through and meeting with Falcon Engineering and Board members. The study will address drainage and grading issues.

Painting - 20 units in T1 and T2 were painted last season. It was noted by Management that T1 will be painted as soon as the weather allows and will be followed by T2 and T3. The painter will call homeowners to schedule a day when they can be home to open the front door to caulk and finish any trim painting. Last season the trim painting was fine but the painter did not return to finish all the front doors. A follow-up survey with owners should be done to determine their satisfaction. Management is to do an inspection and contact vendor to return and complete any front door or trim painting that was not completed. Management is to do an inspection when future painting is completed in each section and send a satisfaction survey to the homeowners. The vendor will not be paid until the job is totally completed and owners are satisfied.

Snow/Ice - The cost of one snow removal this winter was \$8,000 and two ice removals was \$72,000. Bids to remove snow are based on a per inch basis. Ice removal is not included in the contract but, due to the safety hazard, must be removed. Only EPA approved calcium is used. Salt is not used due to concrete scarring. Calcium does not work on ice. Heat and sun are needed for the calcium. Lipinski did send their people out to chop ice but not all residents were happy with the service. T4 was done first so, they were satisfied with the service, however, T3 was finished late at night. Residents came outside to help chop the ice. Lipinski was asked to stagger their starting place but, did not comply. Due to the dissatisfaction, invoices have been revised and there has been a \$12,000 reduction. Management is to contact Lipinski and request the amended invoices.

NEW BUSINESS

Homeowner Insurance - Proof of insurance is to be sent to Target Property Management. Resident is to obtain the proof from their insurance company. There is a \$100 fine for owners who do not respond. Insurance is renewed yearly. The indemnification page is to be signed. Insurance is needed for common roofs. Liability is an issue as well. The Board informed the residents attending that the Association and Target Property Management are to be named as additional insureds. Katy advised that Target would then be notified from the insurance company if the policy was not renewed or cancelled. A resident asked what could be done if the homeowner does not purchase insurance. Can the Association purchase the insurance and bill the owner? Management is to research this issue.

Speeding - T1, T2, and T3 areas have had an increase in speeding. There is no speed limit sign on Country Club Dr. but it is known that the speed limit for a residential area is 25 mph. Board members and residents alike should report tag numbers of speeding vehicles to the police and to Management. The Township is responsible for installing speed bumps. The police speed signal to alert residents of their speed does not seem to be making a difference. Management is to call the police department to remove the speed signal.

Trash Clean-Up - A trash clean up has been scheduled for Saturday, April 21, 2007. It is not the Committee's responsibility to actually do the clean up but to ask for volunteers. It will be noted in the next newsletter that a trash clean-up is done the second Saturday of every month. Trash and recycleables are being put out uncovered or not weighted down. It was noted that if homeowners just volunteer for one hour, the clean-up could be completed in a short time. A discussion followed by the Board and residents, regarding the fact that residents should be considerate of others and should help in the trash pick up. Uncovered trash and papers are a reportable violation. It was noted by Katy that Management has sent violation letters to owners and fines have been levied. A notice can be included on the website and a reminder in the newsletter can request that owners do a clean up of their own home. The Board requested that Management notify the Board as soon as possible after an inspection, especially after a windy day, of any trash problems. This will enable the Board to ask for volunteers for a clean-up on a more timely basis. Also, Management is to research if additional fines can be levied for trash violations.

HOMEOWNER CONCERNS

175 Country Club Dr, Joyce Zimmerman - Resident is concerned about sink holes and bad grading on her property. The Board advised that the grading should be addressed on the Transition Study. The sink holes can be discussed during the walk-through with the engineering firm.

Resident - Reported that her dryer vent was not installed correctly. Resident was advised to send

complaint to Management. A discussion followed regarding vents causing fires by lint accumulating in the trap. Another resident commented that Beazer had suggested that the trap be removed. Board advised that this problem will be looked at and will contact Falcon Engineering to see if dryer vent issues are included in the Study.

Resident - Reported that she is very unhappy with Lipinski Landscaping. Orange peels have been left on her property and she has reported to Management that one of their employees urinated on her patio.

198 Country Club Dr, Kurt Hettel - Asked if Lipinski could be notified to keep their service people off cell phones while they are working. Service could be sped up if they were not on the phone.

4 Cypress Point Rd, Carson Carpenter - Asked if another landscaping contractor could be used. Board informed resident that Lipinski's two year contract expires this summer. Bids will be going out to other companies. Board also noted that it might be advantageous if separate bids were requested for landscaping and snow removal.

62 Cypress Point Rd, Andrea Gibbons - Stated that her recycle bin had been taken in December 2005. This bin had her address painted on it. It was returned suddenly after the last snow storm. She wanted to thank whoever returned it. Resident also asked about the rules regarding the installation of a satellite dish. Katy advised resident to apply for an ARC application. The application would get final approval from the ARC Committee. Dishes are to be installed on the back of the home or chimney. Dishes are not to be installed on the siding or the roof. Katy advised that she had done a recent inspection. A discussion followed regarding the fact that six or seven satellite dishes are installed on the roof, siding and front of the properties. These homes may be grandfathered in before the ARC Committee was formed. T4 would not be included in the grandfathering. It was noted by Katy that the Association does have the authority to remove dishes at the owner's expense. The Board agreed that an aggressive campaign should begin to remind residents of the installation guidelines.

Resident - Asked if owner could do their own planting. Board advised yes and that Lipinski should not disturb the plantings. Discussion followed by several residents complaining that they had planted flowers and foundation shrubs and Lipinski had chopped the flower heads off with the edgers and cut up the shrubs.

58 Cypress Point Rd, Chris Haley - Resident asked if a storm door could be added to the French door. Katy advised resident to submit an ARC application. ARC Committee will investigate if this is possible.

Resident - Asked what he could do about gutter problems. His neighbor has a deck with no roof or gutter. Resident gets all the water runoff, water puddling and soil erosion. Management will inspect decks for gutters and investigate who is responsible for runoff repairs or damages.

10 Spyglass Ct, Dan Marks - Ground is sinking. Lower in some areas and filling up with water around driveway. Poor drainage. Board advised that other owners have filled this area with stone to prevent the sinking soil. Resident also complained that dog owners are not picking up dog waste. Board advised resident to send complaint to Management. Management is to request Lipinski to look at the driveway problem.

198 Country Club Dr, Kurt Hettel - Complained that his phone calls and emails to Target have not been returned. Resident asked when Target Property Management's contract expired and if a new management company is being considered. Board noted that the two year contract ends this year. Bids will go out to other management companies.

Resident - Questioned what the \$6,000 loan noted on the Budget was for. Board advised that part of it was a repayment to the Reserve account for snow removal, to pay for the Transition Study, attorney's fees and \$8,000 for painting. There was not enough cash flow during this particular period to pay for these items. If the entire amount for painting is not used, the remainder will go into the Reserve account. Since fees were raised last year, the budget is now in good shape, paying back with interest over a three year period.

Resident - Asked what else could be done to alleviate the sinking soil around driveways. Board advised that an extension could be attached to the faucet near the driveway. Not attaching the extension causes the soil to sink and dirt on the sidewalk.

Resident - Complained of dogs being chained and owners not cleaning up waste. Resident was advised to send a written complaint to Management.

192 Country Club Dr, Grace Kehrer - Advised Board that either there are no sprinklers in the center of 192 to 198 Country Club Dr. or there is a leak. The grass turns brown and dies every year. Board advised resident that there is \$500 in the budget for sprinkler repairs and that she and all residents should send a complaint to Management when the sprinklers are not working. A discussion followed that it might be a

saving if the sod is just replaced. Sod replacement is an option to be considered.

MEETING ANNOUNCEMENT

Lenny Rankin announced that the next Board meeting will be held in July. No exact date has been chosen. The six month budget will be discussed.

ADJOURNMENT

There being no further business, a motion for adjournment was made by Lenny Rankin at 9:30 PM and seconded by Patricia Metoyer.

Respectfully Submitted,

Joyce Gibson
Minute Taker