

**HERRINGTON PLACE HOMEOWNERS ASSOCIATION
BOARD OF TRUSTEES MEETING
Location: Zoom Virtual Meeting
6-7-23 Meeting**

ATTENDEES:

Greg Kaminsky, Jackie Decker, Michael Chukwuonye, Claire Rama, Brandon Board
John Alvarez from R.N. Landis Management Company
1 community member present from 10507 Herrington Dr. (“Jason”)

CALL TO ORDER:

John called the meeting to order at 6:05 PM.

TREASURE REPORT:

Note: “Jason” Homeowner dropped off call before treasure report.

- Several unpaid HOA fees are still outstanding.
- John sent out financial statement report on 6/7 and collection fees list. Review Kaman report which shows the current efforts on several addresses to recoup money owed. Kaman is good with following through on collection procedure. Send John any questions to address with Kaman.

Jackie: Can we give the option for residents to pay until March 1st without a late fee to encourage more payments?

John: Need to validate if this is feasible or not within the bylaws. Then board can decide what new due date is and when late fees start. Will also evaluate rules on monthly or quarterly payments to help with options for residents. A letter is mailed to resident from Kaman, which explains what is happening for alerting homeowner.

Michael: What is sent? Can we make the letter more clear?

John: Suggestion to add the info to the handbook (show Collection Policy and Collection Procedure by Kaman)

MINUTES:

1. Greg motioned to accept the 3/23/23 meeting minutes. Brandon seconded.

2. **New Sign for Herrington Place Community**

- a. ~\$500 – Brandon made a motion. Jackie seconded.

3. **Handbook**

- a. Drafted by Jackie to include HOA policies slimmed down to a shorter version for residents

Jackie: Most copied off the covenants. 2 areas to add more explanation which are highlighted in the version emailed to the board.

John: Ensure thorough review.

- b. **Action: All need to review by June 30th** and share any comments or questions before sent for the attorney to review. Attorneys will scan for proper wording and document alignment.

4. **Aqua Doc Services & Pond Management – Are we getting what we are paying for?**

Greg: Consistently seeing Aqua Doc attending to the community.

Jackie: Problems still with mosquitos, tall grass cattails

John: Homeowners (Craig) have been notified to make sure grass isn't blown into pond since that causes problems. The direction is to keep them from overflowing and ensure exits are clean.

Jackie: The cattails die in winter and fall over, looks like fallen branches. Can we get those cleaned up?

John: I believe that's an extra fee.

Jackie: The contract calls out “floating debris and items under 50 lbs.”

Greg: Is that 50 lbs per pond or for all community ponds combined?

Jackie: How much will it cost to cut/remove cattails after they die and fall down?

John: Looks like \$220 for the first hour and \$85 for each additional hour. Cattails are recommended to help keep appropriate shorelines.

Michael: Ultimately, homeowners still have concerns about the state of the ponds. There was a spreadsheet Aqua Doc owns but does the HOA have a log to track what ponds they visit?

Greg: We can ask them to email us a breakdown of what they work on each time.

Action: John to reach out to Aqua Doc to see if they track this and whether this has a fee associated.

Greg: Reminder, since they are retention ponds they will look good when it rains. We've had a dry spell lately, so all the pollen and fertilizers negative affect the pond aesthetics.

Jackie: We could consider redoing the contract.

John: They come out every 2 weeks.

Claire: Did we have them do any dredging yet?

Greg: For a couple ponds (12 & 13) because of how shallow they were.

Michael: They are never all done at the same time. They are on a schedule with expiration dates.

John: We'd need a depth study and then they notify the engineering department to get specifications of pond (service offered by Aqua Doc)

Greg: We've looked at SiteWork (3rd party) proposal. Example: \$21K for pond behind Dogwood.

John: We could get quotes & depth studies for ponds that are getting the most complaints.

Greg: We also didn't get to do the Spring Walk with Aqua Doc.

Action: John will ask Cody Carpenter again and send the board available dates and times.

5. Pond Fence (Firethorn & Maryland)

Jackie: Let's obtain breakdown of landscaping and fence costs.

John: ~\$3000-4000 for the fence but the landscaping is majority of cost.

Greg: Would like to complete by July if possible

John: Wolf Quote is highest (\$9K for fence alone) and not recommended based on prior experience.

6. Entrance Fountain

Jackie: Are we going to change the landscaping since the fountain has been filled in? We tabled this discussion during the winter. Idea was to fill in with flowers when it was warmer.

Greg: No quote obtained from Diggins yet – need to ask. Potentially wildflowers for inside the fountain. Anything outside would likely die from the salt in the winter.

PUBLIC FORUM:

Greg opened meeting to residents at 6:35 PM. No residents in attendance.

ACTION ITEMS:

Action	Responsible
Purchase new sign	?
Reserve Heritage Hall for Sep 7 and Dec 7 meetings	John – COMPLETED 6/8
Verify if annual HOA fee due date can be moved	John – COMPLETED 6/8
Determine HOA fee due dates and payment options	All
Ask Aqua Doc Does contract include cattails cleanup of dead fallen debris or is this an extra feed and if so, how much?	John
Request quotes and depth studies for ponds that get most complaints.	John
Ask Cody about another community walk and send board dates / times	John
Determine breakdown of Pond Fence and Landscaping for Firethorn / Maryland and email approvals of purchases and service	All by July
Request quote from Diggins on entrance fountain landscaping	Greg
Garage Sale Friday – Sunday (Jun 9-11) 9-4pm, same time for all 3 days Posted on Craigslist, Facebook, etc. Newspaper no longer exists in our area	Community

ADJOURNMENT:

John adjourned the meeting at 7:02 PM

Respectfully Submitted,
Claire Rama, Secretary

_____ President

_____ Secretary

Appendix

Jackie found this interesting article about retention ponds and Canada Geese (which the article states is the proper name. The part that pertains to us is the section about how to deter the Canada Geese from retention ponds. The suggestion is to put up a fence and then landscaping between the pond and fence. One type of landscaping suggested would be to plant wild flowers. This would be a good idea for us because Diggins then wouldn't have to mow the wildflowers. Also would be attractive especially if the wildflowers were native to Ohio. Maybe an idea worth exploring.

<https://www.wral.com/everything-you-ever-wanted-to-know-about-canada-geese/20794374/>