

VBHA MEETING MINUTES

Valleybrook Homeowner Association

Monthly Membership Meeting

December 10, 2019

Call to order 7:00 PM

Village of Valleybrook Homeowners Association Meeting was held at the clubhouse December 10, 2019.

1. Board Attendees Named and total number in attendance:

<input checked="" type="checkbox"/> Justin Buccilli (President)	<input checked="" type="checkbox"/> Jess Ragni (Vice-President)
<input checked="" type="checkbox"/> Joseph Ghobreyal (Treasurer)	<input checked="" type="checkbox"/> Aldo Cardoni (Director of Architecture)
<input checked="" type="checkbox"/> Andy Zachar (Director of Facilities)	<input checked="" type="checkbox"/> Jim Holt (Director of Operations)
<input checked="" type="checkbox"/> Janet Maffei (Secretary)	5 Valleybrook homeowners/residents

Board of Directors: ☒ Present ☐ Absent

2. Approval of minutes

Justin: As to the amendments of the October minutes, motion to approve, unanimously passed.

Board provided hard copies of the November 2019 minutes to discuss. All attendees had the opportunity to review and ask questions. Motion to approve November minutes, unanimously passed.

3. Reports

President's Report

- Ok, let's go ahead and get started with the individual reports. I will start with the proposed amendments and rule changes on the docket. Kathy Labrum, our attorney, was consulted on the correct methodology by which Rules and Regulations of the Village of Valleybrook may be amended. Her response to that question as well as her legal opinion on the structure of the proposed changes follows: So, pursuant to Section 4, Subsection D of the Village of Valleybrook's declaration of Easements, Covenants and Restrictions, the Board of Directors has the authority to adopt regulations governing the use of the properties comprising the Village of Valleybrook. Further, the Board, by a majority vote, may amend the Rules and Regulations of the Village of Valleybrook. The two proposals being presented for future discussion tonight encompass portions of Section 2; general Rules and Regulations, specifically Section 2.1 and Section 2.4. The Board is proposing amending Rule 2.1 to now read as follows: All garbage and trash shall be placed in a covered container. No loose bags are permitted except for bags containing yard waste, no food. The containers may be placed curbside for collection after sundown on the day immediately preceding the day of collection: example, sundown on Monday for a Tuesday trash collection. Empty containers shall be removed from the curbside not later than 11:00PM on the day of collection. When not in use, garbage containers must be discreetly concealed and stored from public view.

- The use of torches and firepits creates a very real safety concern due to the proximity of the homes in the Village of Valleybrook. Therefore, the proposed amendment would add the following language to the end of Rule 2.4: “No firepits, chimineas, tiki torches or permanent barbecue grills of stone or brick are permitted to be erected, maintained, placed or situated upon any lot or upon the common properties.” We’re not going to vote on those yet. The proposed changes will go out to the community at the January 14th meeting. There will be time for public discussion. Any concerns can be brought at that time. Once public discussion has occurred, the Board will take those discussions into consideration and will then move forward with a public vote to either adopt or reject those proposed changes. There will be two votes, one for the amendment to Rule 2.1 and one for the addition of that statement at the end of Rule 2.4.
- For the pool update: the pool is currently being winterized and will remain in that condition until April at which time it will be opened so that Summit Pools can install the new plaster finish and then perform all the associated work and maintenance therein so the pool will be ready for the season once Memorial Day weekend rolls around. Andy is currently in the process of reaching out to pool management companies to secure bids and pricing for the 2020 lifeguard season. Ok, that’s the pool.
- Moving onto HUD compliance and dealing with the handicap parking situations and other reasonable accommodation requests that may occur in the community: all current board members attended a Fair Housing Act training as mandated by the conciliation agreement that the HOA entered into August 2018. The training was educational and provided some much-needed guidance and a better understanding of our duties and responsibilities under the law. However, it also provided some insight into areas where we could improve and should have a more clearly defined policy in place. All members of the board wish to ensure that we are currently in compliance and that we remain in compliance moving forward with all Federal, state and local laws as it relates to this issue. To that end, I have reached out to the attorney who helped guide the HOA through the conciliation agreement in an effort to avoid the unpleasantness of the past and to avoid any legal issues that could potentially cost the community money as it did back in 2018. We are working closely with the attorney on updating, improving and adding policies that will put the HOA in the best possible position to respond to future requests and challenges that may present themselves. One area of note that has been brought up in this forum a few times is what happens to a handicap accessible parking space that was granted as a reasonable accommodation but the person or persons for whom the reasonable accommodation was granted are no longer residents of the community. Again, the last thing we need to do is go off on our own instincts and decide as to how to proceed that is contrary to the law, so as part of my communication with the attorney, this issue was directly addressed. The results of that inquiry are as follows: so long as the person for whom the reasonable accommodation was granted remains a deed holder no action concerning the accessible space may be taken, so it must stay as it currently exists. Once that circumstance changes, such that the person for whom the reasonable accommodation was granted is no longer a deed holder and we receive written communication from the remaining deed holder or holders that the reasonable accommodation is no longer required, we are then authorized to remove the signage designating the space and to paint over the striping in the parking lot. It is believed that the costs associated with those actions are borne by the HOA but the attorney is double checking on that for us. There are additional concerns being researched by the attorney and it's premature to enumerate them at this time because I have no information to provide from legal counsel at this time. Rest assured however, that once the information is received it will be communicated to the community, particularly if that information results in additional rules and regulations that need to be added and/or amended in our governing documents. That's a lot, anybody have any questions on anything to that point?
- OK, the next thing on my list is the Aqua tie-in project. As I mentioned last month, Aqua approached Valleybrook seeking an easement on Kings drive for the purposes of installing a water main tie-in between the main that currently runs down Bishops Drive and the main currently running down Bodley Road. The tie-in will improve reliability across the system and should alleviate any pressure issues within Valleybrook

while also giving Aqua more flexibility to continue service in the event of a water main issue in our area on one of those two mains. We subsequently received answers to questions and concerns that were raised by the Board at the original November meeting with Rob DeJesse and that information follows. Currently the project is slated to begin in 2021 however, budgetary considerations may allow for the project to take place in 2020. Regardless of which year they do the project in, they have agreed to not begin the project until Garnet Valley Schools are done for the year since buses do use Kings drive for egress and ingress. The depth of the pipe would be a standard 4 feet of cover with slight alterations to depth should there be any other utility conflicts that arise when they do their PA1 call. There is a potential shut down for the duration of the tie-in and service transfer that typically encompasses a maximum of 1/2 day. Notifications will be made prior to shutdown of service. Hopefully we get more notification than PECO tends to give us which is usually at 8:00 AM for a 9:00 AM shut down. Hopefully, AQUA gives us a little more lead time but that remains to be seen. There was a resident concern that Aqua is not just going to lay 500 feet out of the goodness of their hearts and while that is true, Rob stated that it's an ongoing effort to improve, repair and replace aging infrastructure and that is in the public interest to make these modifications, so that's what Aqua is doing. Their recent bid to acquire DELCORA along with their wastewater treatment customers is another factor in Aqua implementing this plan. Basically, if they feel they can provide better service to a wider range of customers it may entice people to switch over. I mean that's something that the board would have to figure out because it's not an option with our plant, currently. Anybody have any additional comments that you would like to bring to our attention? In that case I would ask that the board now vote yay or nay on approving the easement: Andy-"yes", Aldo-"yes", Jim-"yes", Justin-"yes", Janet-"yes", Jess-"yes", Joseph-"yes". Board unanimously approves the easement and I will notify Rob of that decision.

- OK and now the big one, the sewer plant. OK, so I did reach out to Southwest in a final attempt to negotiate any additional reductions in the connection rate per EDU and was told by the Southwest representative that they had already provided us with their best case figure and could not budge off of that amount. To reiterate, that amount was about \$1,300,000.00 to tie into their service. After carefully considering the options available to us, the board voted unanimously at Executive Session to approve upgrading the plant ourselves and to reject the sewer tie-in offered by Southwest. The upgrades are going to cost about \$260,000.00, so a big savings off the \$1.3 million. Bradford Engineering is the company with whom we contracted to put together the proposal to compare the cost, so they are now going to put together a scope of work proposal which takes approximately 30 days to complete. As part of this process, there will be meeting with Charles Stewart, our plant operator with M&B Environmental, to review his concerns and observations about the daily operations of the plant as well as his experience with the efficiency (or inefficiency) of the existing equipment. They will also be taking photographs and measurements as part of that meeting. Once the scope of work proposal is complete, Bradford will then begin securing bids from engineering firms that have the capacity and the capability to perform the required upgrades. They are aware of our guidelines concerning a project of this magnitude and will secure no fewer than 3 bids for Board review. This process encompasses anywhere from 30 to 60 days to finalize, so I do know that puts us mid-February, early March. Once the board receives the bids, we'll discuss and decide on the contractor to complete the upgrades under the guidance from Bradford as that's part of the agreement. They will provide that guidance and we will lean on their expertise to make the best decision for the community. Quite separately from that process is the process of renewing our wastewater treatment facility permit. I need to correct the statement that was made in a previous meeting by the then President. A resident at that time inquired about the current renewal time frame and the response provided then was that our permit expires in May of 2020. That is not correct. The permit does not expire until November 30th, 2020. However, the renewal application process must be completed no more than 180 days prior to the expiration date, thus we must have that process completed no later than June the 3rd of 2020. M&B has helped us with renewal application in the past and will do so again. Since DEP is not making any changes to any of the effluent limits, renewal of the permit will not be a concern moving forward unless we

have catastrophic failure and knock on wood that doesn't happen. So, the good thing to note is while the plant does need these repairs because some of the equipment is older, it's running inefficiently. We will save money in the long run with a more efficient, more eco-friendly plant. Those repairs are not contingent on getting the permit renewed, so we'll be able to renew the permit even if upgrade work is ongoing during that process. Walt Fazler, the engineer with Bradford, absolutely assured me that the permit renewal is in no way contingent upon those plant upgrades. I sent an email to that effect. Any questions?

Resident Comment #1: What was the price again?

Board Response (Justin): \$262,000.00. Walt did want to point out that a project of that scope, I mean it's a major undertaking, that's their best guess estimate. Of course, once they get in there, they may see this is a little bit better than we thought, this is a little bit worse than we thought, so you could reasonably assume that a 10% to 15% swing one way or the other is possible. The good thing is the project shouldn't cost more than \$300,000.00-\$310,000.00 and I believe we have more than that in the fund currently earmarked specifically for the sewer. I believe it has about \$340,000.00, give or take, so the good thing is we won't have to touch, we shouldn't, again knock on wood, touch any additional capital except for the money that was specifically earmarked for the sewer. So, that puts us in a pretty good position. Any other questions?

Resident Comment #2: Does Bradford have any idea what the length of service these upgrades will give Valleybrook?

Board Response (Justin): They projected out to a 20 year. In their engineering report they basically priced it out over a 20-year period for future worth or future value and they said these upgrades should buy us 20 years.

Resident Comment #3: Even with potential phosphate limits and stuff the DEP will...?

Board Response (Justin): Yes, Walt is fairly confident that with the upgrades, the efficiencies they're going to install and some of the upgrades themselves, that we'll be in a position to either already meet new standards if they get lower or have a very easy addition for a minimal cost to meet those new standards. But as of right now DEP has no plans to change any of the effluent limits. We'll be in a much better position then, than we are now, to navigate that should any effluent level changes occur, so yeah, he was he was very confident, he felt very good about it.

Resident comment #4: I think that will make the community feel a lot more at ease, knowing that our engineering company said this will gain us another 20 years life span.

Board response (Jess): I was the one who met with Charles from M&B, walked the plank with him and gave everything to Justin.

Board response (Justin): Oh, it needs a lot, and this is all stuff that Bradford looked at and that's where the \$262,000.00 comes from.

Board response (Jess): That includes the emergency generator, currently now is manual, and then they will put a dialer system in and this way they'll get a notification.

Board response (Justin): It's going to significantly increase efficiency response time, just across the board, it's going to be just a great thing for the community and it will hopefully allay a lot of concerns and fears that I know people are, we included, we're all walking a very thin line here and we'll be very happy once this begins and is completed.

Board response (Jess): I met with Charles and another person from M&B and walked the entire interior of the community, asked questions, wrote everything down.

Board response (Andy): The other thing for peace of mind for the community, if we were habitually violating the existing permit, they would not be talking about how easy it will be to renew our permit. It would be a major headache and expensive. It tells you that we are doing ok so far.

Board response (Justin): To follow up on that, I just got the National Pollutant Discharge System report, the NPDS, and all our effluent levels are either well below or below permit thresholds. So, we're in good shape with that.

Resident comment #5: I know one of the big things in the past has been the odor, that will be a big thing we still need to consider, to have some kind of deodorizer, something to contain it.

Board response (Justin): That will be part of their eco-friendly upgrades as well, and having it more efficient, for lack of a better term, stuff moving through quicker, there will be less time for a build-up of that kind of thing. That's our hope, that's our plan.

Resident comment #6: Good job.

Board response (Justin): That concludes my report.

Vice President's Report:

- I've been reaching out to maintenance companies to get bids as far as snow removal, obtaining estimates for lighting and security projects, also estimates on trash removal and recycling for every other week. The estimates from waste management were twice what we pay now.
- The Christmas party has been cancelled, due to timing. I didn't realize there was an Eagles game that day.
- I have a meeting with Tabor Security in regard to getting the new software installed on the new PC and to make sure there won't be any issues with the gate lock for the pool.
- I'm getting in touch with a landscape company who's not only doing snow removal but doing landscaping, doing snow removal of our sidewalks. They also do lighting and security so I'm trying to get a big bang for the buck approach if possible.

Treasurer's Report:

- Since I came here at the end of March, I always read the numbers in the bank account, which is important, but I feel that's something anyone can do. So, starting at our next meeting, there will be some major change as to how a Treasurer shows a community what our reports look like, where the money is, what we are getting. So, my plan is, we will have four major reports, read it to you, actually print it. One is the balance we had from the previous meeting, what income we got, what expenses, what we're actually spending, where our money is going. I feel you need to know where the money goes and the balances we actually have, showing what we are doing as a Board with the money, which is all our money. I'm sorry I didn't start today but we had some technical issues with the computer, we had to replace it, software. But my promise for the next meeting, you will know exactly in my report. Please, if you need more details or records you want me to provide, that is your right and I will provide that.
- The second part is the update about Capital One. Yes, we already opened the account as all of you know. We already moved over \$1,000,000.00. We have started to see interest, and you will know exactly how much we're going to get in the report. We're still using Citizens Bank for bill pays, we have a lot of bill pays so that will take time for us to be sure everything is done. We did get our checks and started writing checks from Capital One. We started to buy for the community using debit cards from Capital One. We've started the transfer, but it's not finalized. If you remember from my first meeting, it will take a couple of months. The scanner came, we're going to have training. So when the checks come in, we don't have to keep them for

weeks, whatever checks come we will scan them and they will clear from your bank account. I know that was a complaint and huge concern for lots of people. But again, we have the scanner, I just downloaded some software. I'm going to start training all of the Board members. We will have a safety or security system, so we will keep the checks for 30 days after we scan and they are deposited. We're going to have a copy online but we have to keep it 30 days just in case anything happens. Then, we are going to shred it. We're going to have more safety and security in the office, organizing, locking cabinets. I also will have two proposals about online payments. I have tried since April with lots of companies and banks but there are fees. I'm trying to minimize the fees as much as I can. The online payments might help a lot of residents here, I will see how much it will cost and of course I will let you all know. That was a request from many residents.

- I have reached out to residents who owe a balance of \$400.00 and above, to be in contact with me, I gave them to the end of the month. We need to know what extra, in addition to the \$205.00, they are willing to pay. I understand it's the holidays but there is some liability on them and that's why they have to communicate what their plans are. There will be restrictions and that's why we are saying this now, in December. The pool, which will hopefully open in June, will be restricted for the people who are not on time with payments. What we found, as a Board, you have a payment plan, then you stop, then you go back again one month before the pool opens. We will not do this anymore. I think that will be fair for everyone. It's all of our money, as a community, so we have to be fair to everyone and have clear communication regarding a payment plan from now, otherwise that will be an issue, same as the parking. I believe you will start to see some stickers going on so maybe that's another way, so they contact us. We tried, I tried, left voice messages but no one got back to me. We still respect, as a Board, personal situations, personal circumstances, but we have to see what's going on exactly, because we cannot let things go for years and years without solving issues. That's what I have, any requests or questions?

Secretary's report

- I did make the amendments to the October minutes about the handicapped parking, the envelopes and ballots and the comment to the outgoing president. I'll send that out to the community.

Board Response (Justin): I just want to add something, real quick. I think the most important thing of those three is the request about the name of a resident going into the minutes who helped us with the ballots. Quite frankly, it doesn't really matter what they did or didn't help us with. There's a certain benefit to some anonymity from the floor of the residents coming here to talk with the board to have a dialogue with us and some of that is, you know, most people are decent and good. Every so often you're going to the person that might take something that's said and go after some kind of reprisal or revenge for you know, oh, you were talking about me, don't talk about me at the board, you know, and we don't need that, the community doesn't need that. So, in an effort to just keep it level, we're just not going to put any resident names in, if it resident makes a comment it's going to go in the minutes as resident comment one, comment two, comment three, not who said it. The seven people sitting up here, our names have to be in there, we're board members, it's part of what we signed up for. So, I'm perfectly fine that if resident one asked me a comment and I reply, I think it's good and fine for Janet to write board reply, Justin, so that if there's a question at a later meeting someone can address me, "why did you answer that way, what did you mean?" So, I think it's ok for you to know that we answered but I don't think it's important for us to know who particularly from the community said it. I think it's just important that it's a resident comment and it's not attributable to one person, it's attributable to the community because it's a community question. That's the main reason why we were reluctant and quite frankly going forward, don't want to put resident names in.

Resident comment #7: I think that's handled very well. I also would say that whatever is said here, we shouldn't hear out in other communities. What I would say, I don't want to hear out in other communities that I said whatever.

Board response (Andy): My wife was just told by someone in another neighborhood in Garnet Valley about all the money we're spending on the pool.

There are more timid people who might be a little more hesitant to come up here and speak out on an issue if they think their name is going to be put out there and open them up to retribution, like Justin said.

Resident comment #8: I think it's a good idea and if you go to other board meetings, usually resident's names are not put in there and usually Board names are.

Board response (Justin): It's what we signed up for, it's not what you signed up for. We're not hiding from anybody. Real quick, if I could just go back to an earlier point Joseph made, in the interest of transparency, there are 2 things I can tell you. The first two checks that were written out of the Capital One account were written by me. One was for \$725.00 and that was to Ron to secure all the signage in the community, tighten up bolts to make sure everything was bolted in. He did let us know that there were two signs that the pole was kind of rotting towards the bottom so it didn't make sense to pour additional concrete and secure those, also we can't really pour the concrete now anyway because of the temperature, so he was noting those and he's going to get back with Andy and I in the spring to go ahead and do a new pole. So, that was the first check. The second check as the for the aforementioned pool was for the second installment of the demolition work taking place in the pool for the removal of all the plaster, the paint, that kind of stuff and they also found an expansion joint that had been plastered over that they had to repair. So, that second check was for \$28,220.05. The good thing is we were able to split the cost between this year and next so all the demolition costs went on the 2019 budget and all of the re-plastering and finishing costs will go on the 2020 budget and the bigger portion of that is actually this year. The demo was more expensive than the finishing. I believe the balance due when they do the finishing will be, I think it's about \$36,000.00 but it's a really nice finish and it has about a 20 to 25 year shelf life, and the other benefits, I know some people weren't at the previous meetings, most plasters only carry one year warranty. The finish we decided to go with carries a five-year manufacturer and labor warranty, so any defects in the product or workmanship completely covered for 5 years at the expense of the contractor. The community will not pay a dime for anything that has to happen in those 5 years. Now, let's hope nothing happens in those 5 years, but if the unfortunate were to occur, we're not on the hook.

Board response (Andy): The other part of that is that previous jobs that were fixed were one-year jobs done mostly by the pool management company. This is a separate, individual contractor, so if we had 6 different pool management companies in the next five years, the warranty is good.

Resident comment #9: While we're talking about the pool, are they done yet?

Board response (Justin): They are done all the demolition work. They have they've gotten all their equipment and tools out. It's currently filling, yes, they have to fill it to about three quarter full, they leave some space at the top for rainfall and snow melting and then what they're actually going to do that previous companies hadn't done when they closed it, they're going to put a little pump on the top step that would lead into the shallow end of the pool so that the water gets above a certain level it will pump water out to the retaining basin so that the cover doesn't get inundated with stuff. The pump will keep the water regulated at the appropriate level. Last year we had snow in the middle and the whole thing was sinking and caused two tears. The cover will have to go out next season to repair tears. The truck will be moving out once they finish the winterization.

Director of Architecture

- I completed a 5407 for #102, I sent that report to Joseph, our Treasurer, for completion.
- I received and approved an architectural application from the homeowner at #8 for a new roof and dumpster.
- I received an architectural application which I approved from the homeowner at 259 for a new roof and dumpster.

- As a reminder, KMC will be here this Thursday for final fall cleanup. Hopefully, we'll get the remainder of those leaves picked up.
- Regarding the swale between homes #25-#34, I had a 45 minute conversation with the borough engineer, Matt Houtman. He said he met with Greg, the owner of Shisler Landscaping, and due to the elevation change on Greg's property, Greg is unable to do anything along his fence line to divert the water coming into the backyard, which hence comes down the row of #25-#34, and freezes that sidewalk. Greg did explain to Matt that all the surface water coming onto his property is actually coming down Lenni across Llewelyn. Again, Greg explained to Matt that years ago the water didn't come down the backyards, it came into Valleybrook between home #12 and #13, would actually drain into the parking lot and drain into the storm drains down by the pool. Matt said he's asked his office manager for a grading plan to confirm or deny this. Matt said that since nothing has been excavated or any land has been recently moved, there isn't much he can do to rectify this situation as an engineer of the Borough of Chester Heights. He said this would actually be the responsibility of the Village of Valleybrook to correct this problem. I did reach out to our Board President, Justin, I explained to him the above conversation and he said we are going to hire an independent engineer in the Spring to resolve that water issue.

Resident comment #10: I think you need to get back to Matt and say that the homeowner on the corner of Llewelyn and Lenni that's in Aston has blocked a drain. Because there is a drain that goes, because that water has never sat, it's probably been four or five years. When it rains, it puddles the road. There was or still is a drain that's been covered that went down between the two properties and went down towards Highpoint, that development. There was a drain there, they put a mound there and covered the drain and basically created a swamp in the roadway. So, as the borough engineer, he needs to contact PennDot and PennDot needs to look at their drawings. Because again, that water is now coming on Shisler's property which is now coming on Valleybrook's property. You need to go where the water started, if it never was there before, it's coming there somehow, and there was a drain there years ago.

Board response (Aldo): I appreciate it, I'm going to reach out to him again.

Board response (Andy): Matt's been around long enough that he knows it didn't used to be like this.

Resident comment #11: He grew up on Lenni Road.

Resident comment #12: It's only getting worse on our row because now, we're hearing it from all of our neighbors that the downspouts are filling up the islands, the water is backing up against the house, neighbors are getting water in their basement.

Board response (Andy): We had a similar problem on our front sidewalk, the big puddle. We had our sidewalks redone and put one of those french drain things in.

Resident comment #13: We have renters on either side of us and the owners won't do anything.

Board response (Andy): What happened going up towards (blank) house, when they redid their sidewalk, they elevated the sidewalk and created a dam.

Director of Operations:

- With regards to vehicles, I have seven or eight delinquencies that I have to review and figure out how to handle because one of them is a tenant.

- I have one vehicle that's parked that hasn't been inspected since 2014, so I automatically threw a tow-away sticker on that one.
- I will have to discuss the delinquencies with the Board and figure out how to handle those.

Facilities Report:

- As Justin talked about with the pool, we're pretty much, except for filling it and winterizing it, we're done with this year's project. We'll be back in the Spring, hopefully we're all set and good to go by Memorial Day weekend. We're dealing with some pool management companies, reputable pool management companies, getting varying degrees of response. We're working on that. We'll have the same pool cards. Anyone who needs a new pool card, after the first of the year, once we get done updating our software and computer stuff, we will issue pool cards. A reminder, as Joseph touched on, you don't want to pay your bills, we can turn your pool card off like that.
- The trees and concrete, as we've done recently, we'll do next year. We'll go through again. Hopefully, we'll get through the winter without any severe tree issues. If you do, email me. Don't call the clubhouse and leave a message on the machine we're not going to get for two or three days, don't post it on the Facebook group, email me. (ybhfacilities@gmail.com) That way you can say, "hey, I told you, here's what I said." So, from your point of view, you can verify that you reported it to the proper guys. Hopefully, we'll get through the winter without the tree guys out here.
- Again, with the pool management companies, we all know there's a big difference in the phrase "low bid and lowest responsible bid." I'm going to try very hard for the lowest responsible bid. We've had some low bids in the past and it didn't turn out well. So, it may cost us a little bit more for the pool company this year, but we want responsible, we don't want to have opening day of pool season and have no lifeguard show up. We might have to pay a little more than we have in the last few years but we'll have more security.

Board response (Justin): A couple thousand dollars more for a management company is a lot better than a \$30,000.00 lawsuit.

Resident comment #14: We have new clubhouse manager now?

Board response (Justin): Yes, Melissa chose to leave due to other obligations, so the Board then put out the notice and two candidates interviewed, and we selected one, Michele Lancianese. She'll be here for regular hours, Wednesday evenings from 6:00-8:00 and Saturday mornings from 10:00-noon.

Resident comment #15: A couple of quick questions I don't want answers to: Do we have rental agreements from all the homeowners, don't answer. I just want the Board to talk about it. And, is there a packet given out to the new renters because I know the stuff we've dealt with in our court, we have quite a few renters in our row, they don't know where to park, their recycle has been out since 9:00 this morning, it's rained and their boxes are all wet and soggy. They don't know where to tell their visitors to park.

Board response (Justin): I actually have answers to both questions and I would prefer to give them to you. No, we do not have lease agreements on file for all of the renters. We have a good chunk of them. Jess did a lot of leg work trying to get a bunch of them. We didn't get all of them at that time.

As far as the documents: when it's the sale of the property, a 5407 is completed and all that documentation is provided, the new owners are getting everything. They are getting rules and regulations, easements, covenants and restrictions, the by-laws, the whole package Jess put together, a welcome letter that lists which Board members are

responsible for which things so they know whom to contact, the trash guidelines, parking guidelines. The problem is, if the owner then rents it out, by our rules and regulations they are supposed to provide all that because the person who is leasing the property is supposed to sign a document saying they received all the rules and regulations of Valleybrook. Now, if we're not getting all of the leases, we're probably not getting all of that other documentation. Some people are really good, providing all the information when they rent their house out. The problem is if someone rents, we don't necessarily know. If they've never informed us, then there could be a property we don't have a lease for, and we have no idea is a tenant.

Resident comment #16: I know in years past they used to have one person on each row be a block captain. That might be the way to find out the renters.

Board response (Justin): That's the problem, we're not always notified, but if it'd a transfer of the property all of that documentation is provided.

Resident comment #17: The people who are renters don't have a vested interest in their property like we do. It's an issue. My last question is the budget, when do you anticipate a new budget?

Board response (Justin): The January meeting.

Board response (Joseph): My plan is to have, every six months, we should have a financial meeting to discuss our budget, where we are, and at the end of the year, that should be done. That's something we are working on.

Board response (Justin): We are hoping to finalize the budget, and be able to present it as the preliminary budget, take questions, suggestions, and formally adopt it at the February meeting.

Resident comment #18: I just think we're in good shape for the shape we're in.

Board response (Justin): We're getting there.

Resident comment #19: Thank you for everything.

Board response (Joseph): I want to say something before we close. We are doing all we can to make our community better, look better, safe, increase the value of our homes. We are all living in one community. We might make a decision that some people don't like. I prefer, my request is, to come here and tell us this, face to face. What I don't like is being humiliated in social media. Come here and tell us what changes you want to see. We're trying as much as we can. We can consider ourselves as one big family, to help each other, not to make fun of each other. If the time or dates are not suitable, we can find the time to have a good discussion. Some people come to the meetings, other people don't come, they don't email us.

Resident comment #20: I don't think those people take the time to know that they could be a part of something, I think they just find that as a place to complain instead of wanting to be a part to make the community a better place. They don't make the time to be here.

Board response (Andy): All of us spent three hours locked in the office with the HUD lady. We all sat through the power point presentations. But, on the plus side, one of the reasons why it took longer is because everybody up here realizes that we may know a lot of things, but we don't know everything about everything. So, we asked a ton of

questions. I told Justin, I've made it this far without getting sued, I'd really like to keep that streak going. It's better to take a month and get a legal opinion than to make an emotional, spur of the moment decision.

Resident comment #21: when I look at the people in our court, they have a hard time making a commitment, make time to do something like come to a meeting. Come to the meeting, get to know the Board and ask questions yourself. But the minute they have a problem they're right here or on Facebook.

Board response (Justin): It goes back to what Joseph was saying earlier, the sense of community, it's 264 houses but it's one community. A perfect example, had we so chosen, we absolutely could have voted on those rule changes tonight and would have been perfectly justified and within legal right to do so. I don't want to be that kind of Board. I don't want to be the Board that just proclimates and decides what we're doing. These are the changes we think will be beneficial to Valleybrook. We cleared them through legal representation and they are valid and legal from that standpoint. However, I do want to give the community a chance. It could be support for the new rule as opposed to opposition to it. I'm open to hearing all of that. We want to hear your opinion, we want to hear your comments.

5. Community Discussion:

Residents making time to come to meetings, voice concerns, support decisions, give input, emails, etc., as opposed to using social media

Meeting adjourned 8:20 PM

Secretary		Date of approval