

MEETING NOTES

August 2022 HOA Agenda-DRAFT

Call to order

- Changes or Additions to Agenda
- Approve July 2022 Meeting Minutes
- Changes or Additions to Calendar

Committee Reports

- ACC
- Conservation Committee
Casey Tree Planting – this fall?

Grounds Report

Treasurer's Report

Management Report

Old Business

- Ratify email vote for Communications Survey

New Business

- IPC – retreatment of areas 1-4
- sign for multi-sport court rules – creation, fabrication

Homeowner's Forum

Executive Session

- homeowner

Adjournment

Loft Ridge HOA Board Meeting Minutes

Via Zoom
July 12, 2022

Board Members Attending

Jenna Radford
Nicolette Daleske
Abbigale Boyle

Homeowners Attending

Mark Brunner
Louise Whitt
Chris Bodner

Meeting was called to order at 7:03pm.

A motion was made (Daleske/Radford) to approve the June 2022 board meeting minutes as submitted.

Action: All in favor.

A motion was made (Daleske/Radford) to go into Executive Session for the annual attorney briefing.

Action: All in favor.

A motion was made (Radford/Daleske) to return from Executive Session.

Action: All in favor

Old Business

A motion was made (Daleske/Boyle) to ratify the email vote on the acrylic backboard for the multisport court, additional \$595. Subject line was Motion for acrylic backboard.

Action: All in favor.

A motion was made (Daleske/Radford) to ratify the email vote to approve the proposal for the 2022 reserve study in the amount of \$3,000. Subject line was Reserve Study – Motion to Approve.

Action: All in favor.

New Business

A motion was made (Daleske/Boyle) to approve Resolution 42 – Use of Multisport Courts, with the edits submitted by Abbie Boyle earlier on July 12, 2022 regarding rule #5 and #10.

Action: All in favor.

A motion was made (Daleske/Boyle) to allow the Conservation Committee to conduct a fall cleanup day on October 15, 2022 for the HOA/Loft Ridge Park.

Action: All in favor.

A motion was made (Daleske/Boyle) to continue discussions with the county regarding filming for an educational bamboo video, with Nicolette serving as the liaison to the county.

Action: All in favor.

A motion was made (Daleske/Radford) to adjourn the meeting.

Action: All in favor.

Adjournment

Respectfully submitted by Jenna Radford

Loft Ridge Homeowners Association, Inc.

Planning Calendar for FY22-FY23

August 2022

1. National Night Out – August 2nd
2. August 9 - Board Meeting

September 2022

1. Mail quarterly assessment billing statement and newsletter (Sequoia)
2. September 13 - Board Meeting
3. Schedule winterization of irrigation system

October 2022

1. October 11 - Board Meeting
2. Fire Department Donation (\$150)
3. Verify irrigation is winterized
4. Review/Approve Snow Removal Contract
5. Tree Removal and Pruning walkthrough with contractor
6. File income tax returns (Sequoia)

November 2022

1. November 8 - Board Meeting
2. Maturing CD discussion
3. Deliver draft FY22 audit report to Board (Sequoia)
4. Income tax returns to Board (Sequoia)
5. Review/Approve:
 - i. Management Contract
 - ii. Proposed Grounds Contract
6. Determine December meeting necessity

December 2022

1. Mail quarterly assessment billing statement and newsletter (Sequoia)
2. December 14 - Board Meeting*
3. Secure Twain Library for 2023 meeting dates

January 2023

1. January 10 - Board Meeting
2. Renew domain name for website

February 2023

1. February 14 - Board Meeting
2. **Annual Briefing by Sequoia Accountant**
3. Sign audit/tax engagement letter

March 2023

1. Mail quarterly assessment billing statement and newsletter (Sequoia)
2. March 14 - Board Meeting
3. Review FY24 Draft Budget
4. Schedule start-up of irrigation system

5. Edison High School Grad Party Donation (\$???)
6. Discuss and approve Nominating Committee and Annual Meeting procedures
7. Management to send latest list of violations to Board, ACC Chair
8. Discuss upcoming Reserve Study projects
9. Mail call for candidates for open Board seats for the Annual Meeting

April 2023

1. April 11 - Board Meeting
2. Approve FY24 Budget
3. Mail copy of Annual Budget, Budget Detail Statement and Assessment Rate information to homeowners 15 days prior to Annual Meeting date (Sequoia)
4. Verify that Irrigation is set for the season
5. Schedule/perform walkthrough of community with contractor; target trees to be pruned and/or removed
6. Schedule/perform walkthrough of community to determine list for facilities work to be completed

May 2023

1. Board Meeting – May 2 *if needed*
2. Annual Meeting – May 9
3. ACC perform community inspections; turn in Lot Evaluation Reports to management

June 2023

1. June 13 – Board Meeting
2. Annual Attorney Briefing
3. Mail quarterly assessment billing statement and newsletter (Sequoia)
4. Mail spring inspection letters
5. Discuss National Night Out and approve funding
6. Arrange for FY23 Insurance Proposal (Sequoia)
7. Update signature cards for all bank accounts

July 2023 - Begin Fiscal Year FY24

1. July 11 - Board Meeting
2. Send Registration Fee and Annual Report to State Corporation Commission (Sequoia)
3. Review and renew next FY Insurance Proposal - policy is auto-renew (Board)
4. Finalize NNO plan
5. Update signature cards for all bank accounts

August 2023

1. National Night Out – August 2nd
2. August 9 - Board Meeting

MANAGEMENT REPORT

LOFT RIDGE HOMEOWNERS' ASSOCIATION MONTHLY REPORT

Next Board Meeting Scheduled for:

September 13, 2022

To: Board of Directors

From: Ryan Courtney, CMCA®, AMS®, Community

Manager Date: August 9, 2022

ACTIONS UPDATE

N/A

OLD BUSINESS



Jenna Radford <jenna.lofridge@gmail.com>

Motion to Approve Communications Summer 2022 Survey

5 messages

Nicolette Daleske <nicolette.lofridge@gmail.com>
To: HOA Board <board@lofridge.com>

Mon, Jul 25, 2022 at 9:39 AM

I make a motion to approve the Summer 2022 Communications Survey as edited.

Thanks,

Nicolette

Abbigale Boyle <abbie.lofridge@gmail.com>
To: Nicolette Daleske <nicolette.lofridge@gmail.com>
Cc: HOA Board <board@lofridge.com>

Mon, Jul 25, 2022 at 9:49 AM

Looks good to me. I vote yes.

On Mon, Jul 25, 2022, 9:39 AM Nicolette Daleske <nicolette.lofridge@gmail.com> wrote:
I make a motion to approve the Summer 2022 Communications Survey as edited.

Thanks,

Nicolette

Jenna Radford <jenna.lofridge@gmail.com>
To: Abbigale Boyle <abbie.lofridge@gmail.com>
Cc: Nicolette Daleske <nicolette.lofridge@gmail.com>, HOA Board <board@lofridge.com>

Mon, Jul 25, 2022 at 11:30 AM

I second and vote yes.

On Mon, Jul 25, 2022 at 9:49 AM Abbigale Boyle <abbie.lofridge@gmail.com> wrote:
Looks good to me. I vote yes.

On Mon, Jul 25, 2022, 9:39 AM Nicolette Daleske <nicolette.lofridge@gmail.com> wrote:
I make a motion to approve the Summer 2022 Communications Survey as edited.

Thanks,

Nicolette

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Jenna Radford
jenna.lofridge@gmail.com

Carol Rothenbacher <crothenbacher@cox.net>
Reply-To: Carol Rothenbacher <crothenbacher@cox.net>
To: Abbigale Boyle <abbie.lofridge@gmail.com>, Nicolette Daleske <nicolette.lofridge@gmail.com>
Cc: HOA Board <board@lofridge.com>

Mon, Jul 25, 2022 at 3:20 PM

I vote yes.

Carie

On July 25, 2022 at 9:49 AM Abbigale Boyle <abbie.lofridge@gmail.com> wrote:

Looks good to me. I vote yes.

On Mon, Jul 25, 2022, 9:39 AM Nicolette Daleske <nicolette.lofridge@gmail.com> wrote:

I make a motion to approve the Summer 2022 Communications Survey as edited.

Thanks,

Nicolette

Muthu Narayanaswamy <muthulrho@gmail.com>

Fri, Jul 29, 2022 at 11:53 AM

To: Carol Rothenbacher <crothenbacher@cox.net>

Cc: Abbigale Boyle <abbie.lofridge@gmail.com>, Nicolette Daleske <nicolette.lofridge@gmail.com>, HOA Board <board@lofridge.com>

Vote yes please

Sent from my iPhone

On Jul 25, 2022, at 3:20 PM, Carol Rothenbacher <crothenbacher@cox.net> wrote:

I vote yes.

Carie

On July 25, 2022 at 9:49 AM Abbigale Boyle <abbie.lofridge@gmail.com> wrote:

Looks good to me. I vote yes.

On Mon, Jul 25, 2022, 9:39 AM Nicolette Daleske <nicolette.lofridge@gmail.com> wrote:

I make a motion to approve the Summer 2022 Communications Survey as edited.

Thanks,

Nicolette

NEW BUSINESS



INVASIVE PLANT CONTROL, INC.

Kayla Cross
Mid-Atlantic Regional Supervisor
Kayla.ipc@gmail.com
(615) 478-4375
PO Box 50556
Nashville, TN 37205

August 5, 2022

ATTENTION:

Loft Ridge HOA:

Nicolette Daleske
nicolette.loftridge@gmail.com

Loft Ridge NNI Species Control – Summer 2022 Areas 1, 2, 3 & 4

BRIEF

Thank you for the opportunity to submit this cost proposal for invasive species treatment located at the community of Loft Ridge in Alexandria, VA. We at IPC take pride in providing high quality invasive plant treatments for our customers, with minimal off-target damage and environmental impact, and we are excited about the possibility of providing our services for you. Below you will find our suggested strategy for the removal of the problematic nonnative invasive species and the estimated cost for completion, in accordance with the information gathered at the site visit. You have my contact information above if you have any questions about the content of this estimate.

ASSUMPTIONS & RECOMMENDATIONS

- See specific areas below for treatment directives

The IPC crew will complete the treatment of all invasives within the selected areas within Loft Ridge HOA. These species include but are not limited to Tree of Heaven, English Ivy, Japanese Honeysuckle, Chinese Wisteria, Bush Honeysuckle, and Porcelain Berry.

COST SHEET

Summer 2022

Area # 1 – \$1,125.00

Area # 2 – \$1,500.00

Area #1



Area #2



Summer 2022

Area #3 – Within in the 50-foot buffer of Loft Ridge property all invasives will be treated.

All shrubs, vines and trees will be cut and treated with 50% Rodeo. If an invasive tree is a hazard to treat, IPC will reach out to Loft Ridge before it is treated in place. Crews will foliar treat all invasives using a mixture of 2% Rodeo and 2% Garlon 3A. Target species include but are not limited to Chinese Wisteria, callery pear, English ivy, Japanese honeysuckle, and oriental bittersweet.

The bamboo present in the 50-foot buffer will be foliar sprayed using 6% Rodeo.

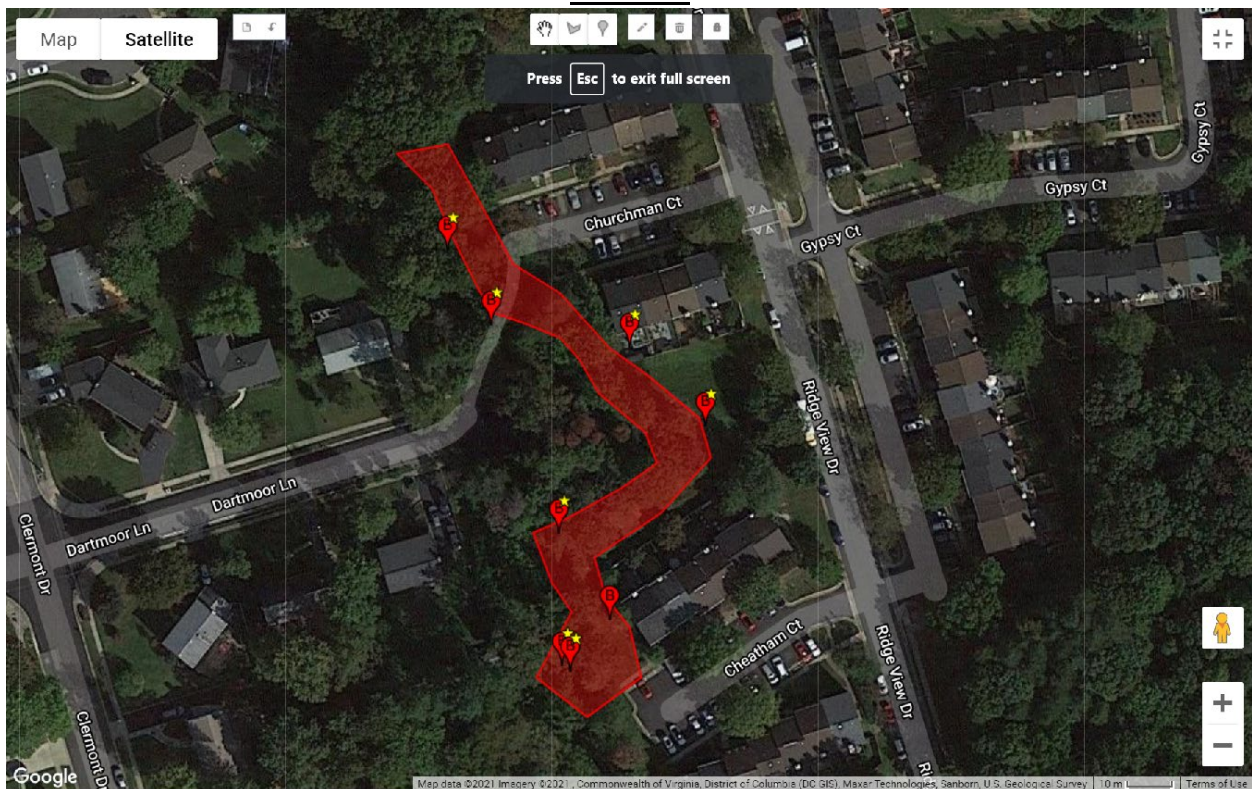
Total cost - \$1,125.00

Area # 4 –

Foliar treat all invasives using a mixture of 2% Rodeo and 2% Garlon 3A. Treatment area would be roughly the first 50 feet of forested area

Total Cost of Area 4 - \$1,500.00

Area #3



Area #4



Total cost for all areas - \$5,250.00

HOMEOWNERS FORUM

EXECUTIVE SESSION

(confidential
information)