

**Savannah HOA Finance Subcommittee**  
**Morrisville, North Carolina**

April 1, 2009

Savannah HOA Finance Committee  
**Meeting Minutes**

- I. Meeting started at 6:00pm on Monday, August 31, 2009
- II. Attendance: Present: Lee Snead (LS), Vicki Scroggins-Johnson (VSJ), Lisa Rower (LR), Alecia Ellison (AE), Becca Frederick (BF), Greg Atkinson (GA), Richard Roberts (RR), Tina Box (TB), Lee Langson (LL). Regrets: David Robbins (DR)

**III. Old Business**

- a. Phase I Irrigation System and Well (location - 101 OSD)
  - Pipe for well had to be replaced and is now functional. PVC pipe was replaced and should not need to be replaced for years to come if ever.
  - Irrigation system was tested once the well was fixed.
  - Testing revealed that there is a one or more major pipe leaks in the Phase I irrigation system.
  - Unable to locate irrigation pipe leaks at this time due to the inability to isolate all the shutoff valves. Blueprints are needed to see exactly where all the heads are located and control points
  - Problems may have not occurred if proper winterization for Phase I irrigation had been done by former landscaping company. New landscape vendor installed original Phase I irrigation system.
  - **Decision:** HOA Board approved 100 Old Savannah Drive (OSD) homeowner to continue to utilize HOA well for lawn irrigation. This would allow the Homeowner to avoid having to connect to the Town of Cary water system and install a new meter. However, since the Phase I irrigation is not running properly the 100 OSD homeowner does not have water for their lawn irrigation system. Update - The 100 OSD homeowner is considering installing a Cary Water meter.
  - **Action:** Richard Roberts to continue working with Sweetwater to resolve Phase I irrigation system issues. He will request irrigation blueprints from Town and Sweetwater.

**IV. New Business**

- a. Landscaping Projects and Maintenance
  - 1. Grass Height
    - HOA lawn (grass) height and notification time frame (approved by HOA Board)  
**Decision:** 1. Grass height should not exceed 7 inches. 2. Notices will be given if lawn exceeds height. Upon receiving notification/citation about lawn needing to be mowed, the homeowner will have 1 week to correct this. 3. If not mowed within 2 weeks upon notification, GM will have homeowners yard mowed by landscaping vendor of choice

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**Action:** David Robbins (GM) to update Kevin Lingard (ARC chair). This item is a new ARC guideline. Need to notify HOA of new requirements via email. Newsletter to be updated by Tina Box of this new bylaw/covenant. Written notification will then need to be mailed to all HOA. (maybe include this with Budget meeting notification). Board will need to identify an effective date for this new guideline.

2. Yard Maintenance

- Need a list of HOA landscaping vendors for personal use to mow, edge, blow-off home owners lawns is needed.

**Action:** David to collect landscape vendor names.

- Need to request home owner on OSD near Pool to clean garage gutters (baby pines growing in them)

**Action:** David Robbins (GM) to notify/issue notice or citation homeowner(s) and Tina Box to include gutter cleaning in newsletter

3. Fall Planting to remediation Town Citation

**Action:** Richard Roberts, Lee Langston and Lee Snead to meet to determine amount of plants/trees/shrubs for Savannah.

4. DR. Horton Landscape/Construction Punch List

- Savannah Final Walkthrough with Town, DR. Horton, HOA Board (Mackey/Betcher) and Grandchester Meadows was August, 2008. Punchlist generated. Phase 2 Sewer Grate defect and Pool erosion were on list.

**Action:** Richard Roberts to request bids for concrete drain repair

b. Pool

1. Pool will be closing Sunday, September 13<sup>th</sup>, 2009

2. Pool Umbrellas to be replaced

**Action:** Vicki Scroggins-Johnson, Becca Frederick and Lee Snead to shop and purchase new pool umbrellas for Spring 2010 Pool Opening.

3. Pool wall(s) are showing cracks

**Action:** Lee Langston to contact Elite Pools about cracks in pool wall prior to pool cover being installed

4. Pool Cabana needs maintenance. Specifically Cabana and bathroom Painting/Caulking

**Action:** Lee Langston to determine what is required to update pool cabana and bathrooms for HOA Painting/Caulking Day on Saturday, September 26<sup>th</sup>

c. Banking

1. HOA Bank Accounts to be moved to new financial institution

**Action:** Lisa Rower (Treasurer) and David Robbins (GM) to move HOA Reserve to Wachovia Bank. Approved by all 5 members of HOA Board.

d. Communication

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1. Newsletter to be reinstated. Newsletters will be distributed electronically via email, made available on GM website and sent in paper form to HOA members.

**Action**: David Robbins (GM) to both mail out newsletters via USPS and to send email with newsletter to Savannah HOA

**Action**: Tina Box will be editor and Becca Frederick will be co-editor.

2. Notices –

**Action**: David Robbins (GM) to send letters to homeowners regarding missing or dead trees

**Action**: David Robbins (GM), to send out email notification of HOA Community Yard Sale October 10, 2009. (Rain date, October 17<sup>th</sup>).

**V. All Other Business (AOB)**

a. Outstanding landscaping action items

**Action**: Lee Snead to send out remaining outstanding landscaping list after meeting with Richard Roberts and Lee Langston

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VI. Adjourn – meeting adjourned at 7:15pm

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APPENDIX A

Landscaping Issues/ Projects

TBD