

**JONES CREEK OWNERS ASSOCIATION (JCOA) BOARD  
MEETING 07-02; April 22, 2007 @ 1400**

The JCOA Board held the **first** meeting since the February 6, 2007 Annual Homeowners meeting. It was also the **second** meeting in the Year 2007.

**Board Members Present (12)**

- **Kent Gilbreath** (President)
- **Jim Pawlak** (Vice President)
- **Carl Mazzola** (Secretary)
- **Trudie Gill-Keenly** (Treasurer)
- **Heather Burns** (Welcoming Committee)
- **Sharon Burr** (Pool Committee)
- **Arch Carter** (Architectural Control Committee)
- **Ron Gadapee** (Covenants Committee)
- **John McLeod** (Neighborhood Watch Committee)
- **Sandy Leonard** (At-Large)
- **Harry Pund** (Willow Lake Representative)
- **Dick Smith** (Magruder Landing Representative)

**Board Members Absent (3)**

- **Tim Punch** (Tennis Committee)
- **Sandy Terronez** (Recreation Committee)
- **Earl Williams** (Landscape Committee)

**Guests (0)**

**Minutes**

1. Kent Gilbreath, JCOA Board President, called the meeting to order, which was held at Ron Gadapee's home, at **2:07 p.m.** Kent noted that a quorum was present and indicated that all Board business can now be conducted.
2. A motion was made by Sandy Leonard and seconded by Sharon Burr to approve the minutes from the January 21, 2007 JCOA Board Meeting. The minutes were unanimously approved.
3. Trudie Gill-Keenly presented the Treasurer Reports for the General Fund and Pool Fund and discussed related financial matters. These reports are attached as Attachments I and II. Trudie indicated that both funds are healthy and showed positive cash flow for the first 110 days of 2007. Carl Mazzola moved and Jim Pawlak seconded a motion to approve the Treasurer reports, which were unanimously approved.
4. Trudie discussed the 2007 dues collection status. 515 families paid on time in the amount of \$250 per family and only 4 families paid late at the amount of \$350 per family. There were no returned checks. Four families have not yet paid their dues: (1) Haskell; (2) Hodge (639 McKinnes property); (3) Karp; and (4) Samadi (empty home). Heather will follow-up with Haskell. Karp missed the letter and will likely pay the dues. Trudie will call the tax assessor regarding the 639 McKinnes property and will seek to collect the Samadi dues. **ACTION 07-08: Trudie and Heather to follow up dues collection.**

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5. At earlier meetings, Carl Mazzola mentioned that the area across the street from the Magruder Landing entrance is an eyesore and needs weeding. Kent spoke to the Golf Course representatives, who own this property, but they indicated this was not a priority for them. Earl Williams has scheduled this work with Claude Spires which will be funded from our maintenance budget. This clean-up task is part of a larger task to screen (i.e., use of tea olive tree plantings) the view of the nearby Barrett Place detention basin. **ACTION 06-09: Earl Williams to arrange to clean up property across from Magruder Landing entrance.**
6. At earlier meetings, several letters that documented JCOA Board decisions on various covenant violations by the owners (i.e., Talukdar's) of the 708 Fosters Court property were discussed. A September 27, 2006 letter from the homeowners to the ACC, requesting approval of an extension to the deck of the home was also discussed. A November 7, 2006 ACC response denied that request and requested a final elevation and landscaping plan and the Board sent a letter indicating its agreement with the ACC decision. The continuing non-compliance with the already-erected slat board fence was also discussed in that letter. A subsequent meeting with the homeowner indicated that the proposed addition would not solve the problem and would actually make it worse for the neighbors and that the drawings were not correct. At this meeting, Arch discussed yet another request by the homeowner to increase the size of the deck. Kent developed a letter and Carl met with Mr. Talukdar on March 17, 2007 to explain that his latest request cannot be given any consideration until the slat board fence is removed and the a landscaping plan submitted. Mr. Talukdar complied with this request and the Board unanimously voted to approve with the stipulation that the removal of the slat board fence would be the first task. The Board may also ask for shutters to be included in the final package. **ACTION 06-11: Board to oversee work of 708 Foster's Court owner until all is in compliance with covenants.**
7. At an earlier meeting, Sandy Terronez mentioned that the Hammond's Ferry Road speed hump application was given to the County and a traffic survey had been performed. Jim Pawlak mentioned that the speed hump project which covers all of Hammond's Ferry Road, is slowly moving forward with Jenny Hinton as our county point of contact. Jim will call Judy to obtain a timetable. **ACTION 06-20: Jim Pawlak to oversee Hammond's Ferry speed hump effort.**
8. John Graham discussed his activities with the Adopt-A-Stream organization that he started in 2003 at the annual meeting. **ACTION 07-01 can be closed.**
9. A 7-camera security system with two cameras at the Evans-to-Locks Road entrance, one camera at the Fury's Ferry Road entrance, two cameras at the pool, and two cameras at the tennis courts has been purchased and installed. There are also three digital video recorders in rainproof enclosures and 24/7 motion detectors as part of the system. John McLeod will provide oversight. **ACTION 07-02 is closed.**

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10. At an earlier meeting, Arch Carter stated that Phase II of the Neighborhood Watch program, which will compliment the security system, had not been fully implemented. At this meeting, John McLeod submitted a list of 50 block captains (see Attachment III). This list will be augmented with each Board member, making a total of 65 block captains. John will continue to fill all block captain positions and Harry Pund will recruit new Willow Lake Phase II individuals. John also indicated that arrangements have been made to interface this program with the Sheriff. The Dispatcher is Bill Probus (706) 447-7628. 911 calls will go to Scott Zimmerman and James Graham in car #305 will also be involved. **ACTION 07-03 is closed.**
11. At an earlier meeting, Trudie requested Board approval to hire a company to perform the annual review of Treasurer's books. The Board approved an amount not to exceed \$600 to have this audit-like procedure performed. Now that tax preparation season has been completed, Trudie will contact an accountant. **ACTION 07-04: Hire a company to review 2006 Treasurer bookkeeping.**
12. Kent indicated that the 3-digit cipher locks have been purchased and installed on the tennis court fences and will be activated on April 27, 2007. An All-Call will be executed at that time to provide the code to all residents. **ACTION 07-05 can be closed.**
13. Sandy Leonard mentioned that the homeowner survey indicated a need for educating homeowners on various matters. Kent and Carl will use the Answer Man feature in future Scorecards and the All-Call system to address this. **ACTION 07-06 can be closed.**
14. Sandy Terronez organized and led the Easter Egg Hunt on March 24, 2007. **ACTION 07-07 can be closed.**
15. Carl Mazzola indicated that he will be sending out a call for information on the next scorecard on April 23, 2007 with a target print date of May 15, 2007. **ACTION 07-09: Carl to develop may 2007 Scorecard.**
16. Arch opined that his neighbor has been accumulating trash in his yard which is violating the covenants. Ron will speak to that individual about mitigation steps to come into compliance. **ACTION 07-10: Ron to discuss trash in yard covenant violation.**
17. Trudie and other Board members expressed mild dissatisfaction with the 2006 Jones Creek Directory effort. Although an attractively done document, it lacked sufficient quality control in its preparation which caused some difficulties with dues collection. Instead of a \$600 payment, the Board voted to pay only \$500 for a sub-standard product and request a meeting with Swim Team President Yolanda Leahy to discuss this further. There will likely be a clause on appropriate quality assurance in the next contract with the Swim Team leadership. **ACTION 07-11: Meet with Swim Team to discuss quality assurance practices of Jones Creek Directory.**
18. Carl Mazzola mentioned that he had 3 young intruders on his property last night at 9:15 p.m. who ran off when discovered and left in a white van. In addition, Heather stated that she saw a black truck riding on the 11th-hole golf cart path about an hour earlier. John McLeod will work with Roger Guerrero, our security camera technician, to watch the film at the Fury's Ferry Road and Evans-to-Locks Road entrances and forward the results to the Sheriff's office. **ACTION 07-12: John to work with security to forward film of intruder vehicles to Sheriff.**

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19. Sharon Burr gave the pool report. Memberships total 60 which is the same pace as last year. However, there are more non-resident members so far this year. The initial work by Blue Water on attempting to meet the more stringent County water flow turnaround standards for pools was unsuccessful as the rate increased to 270 gallons per minute (gpm) where 320 gpm is required. Accordingly, the three 3-hp pumps will be replaced with a 10-hp pump with new piping to provide sufficient pumping capacity. The County inspection is scheduled for the first week in May, in time for the upcoming pool opening. In addition, four umbrellas and a base were replaced at a cost of under \$1,000. The opening day pool party is scheduled for May 12, 2007. Several of the Board members will assist with the cooking and set-up. **ACTION 07-13: Sharon to oversee pool repair and opening day pool party.**
20. Kent stated that he and Earl Williams met again with the interior landscape contractor, H.E.L.P., since the mulch and pine straw work was still inadequate. It was decided that monthly meetings with this contractor to review performance was necessary to implement. Allison Smith, a McKinnes resident, spruced up the McKinnes entrance and was reimbursed \$286. Arch stated that pine bark mulch may be a better covering than pine straw. **ACTION 07-14: Earl to initiate monthly meetings with interior landscape contractor.**
21. There was much discussion on the recent letter from Aces, the preferred JCOA waste management contractor, and its sudden decision to not renew its agreement with the JCOA Board. Aces reduced its pickup frequency from twice per week to once per week although if residents purchase their own trash can, the trash volume pickup will be unaffected. The Board expressed its dissatisfaction with this vendor and initiated steps to obtain an arrangement with another waste management service provider. Kent called a representative of Augusta Disposal, who will commit to 2 pick-ups per week at \$53.25 per quarter; which is commensurate with the expired Aces agreement. Kent will follow-up with a meeting with the goal to obtain a new agreement for the home owners. **ACTION 07-15: Kent to meet with Augusta Disposal to develop a business agreement regarding JCOA resident trash pick-up.**
22. The Board discussed the status of the 2007 projects. The cipher locks and security system costs were \$9,500, leaving \$23,500 for remaining 2007 projects. Suggested projects were: (1) Adjust tennis court backboard to rebound better (\$400-500); (2) Repair of deepest interior Magruder Landing island; (3) Repair of walkway from Golf Course parking lot to McKinnes Branch entrance; (4) Heritage Ridge entrance touch-up; (5) Planting zoysia grass on the three Jones Creek Drive islands; (6) Willow Lake maintenance; and, (7) Repainting of Evans-to-Locks entrance Jones Creek sign. Some of these projects will be funded by our maintenance account. Of these possibilities, the Board unanimously voted to partially fund the Magruder landing proposal in the amount of \$3,000, which was acceptable to Magruder Representative, Dick Smith. Arch will contact the Petersberg Tennis Club contractor, Tim Hiebert, about the tennis court backboard. Bids will be sought for the walkway repair. **ACTION 07-16: Implement 2007 Projects.**

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23. Arch handed out an updated list of ACC requests and associated issues (see Attachment IV). The Board discussed the Gary Snyder flag pole issue and supported the right for a homeowner to install a flagpole with an American flag since this particular situation is not specifically addressed in the Covenants or bylaws. Future flagpole requests will be based on their merits and there is no need to update the bylaws for this circumstance. There was also brief discussion of Wanda Kemp's long-awaited pending completion of her landscape project.
24. A motion to adjourn was moved, seconded and voted at **4:30 p.m.**
25. The next Board meeting will on **May 12, 2007** at the pool after the Pool Party at **2:00 pm.**

Respectfully Submitted,

*Carl A. Mazzola*

Secretary

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**13 OPEN ACTION ITEMS**

**2006 Action Items (3)**

- 06-09 Earl Williams to arrange to clean up property across from Magruder Landing entrance**
- 06-11 Board to oversee work of 708 Foster's Court owner until all is in compliance with covenants**
- 06-20 Jim Pawlak to oversee Hammond's Ferry speed hump effort**

**2007 Action Items (10)**

- 07-04 Hire a company to review 2006 Treasurer bookkeeping**
- 07-08 Trudie and Heather to follow up dues collection**
- 07-09 Carl to develop may 2007 Scorecard**
- 07-10 Ron to discuss trash in yard covenant violation**
- 07-11 Meet with Swim Team to discuss quality assurance practices of Jones Creek Directory**
- 07-12 John to work with security to forward film of intruder vehicles to Sheriff**
- 07-13 Sharon to oversee pool repair and opening day pool party**
- 07-14 Earl to initiate monthly meetings with interior landscape contractor**
- 07-15 Kent to meet with Augusta Disposal to develop a business agreement regarding JCOA resident trash pick-up**
- 07-16 Implement 2007 Projects**