

Reserve at Pilottown HOA Board Minutes

June 22, 2026

Present: Karen Fleck, Beth Wells, Larry Firment, Karen Potocki, George Jorgensen

The Board invited George Jorgensen to sit in on a discussion regarding what level of pruning should be conducted within the swale this year. He is a homeowner whose property backs up to and includes the swale. The Board wanted to figure out what level of pruning should be done by the HOA because it's included in the Capital Reserve budget. It was also noted that the swale runs through the back of the homeowner's property. It is owned by each individual homeowner.

Should the Board be responsible for pruning everything back to an 8' height, a 12' height or some other agreed upon specification or should it be the responsibility of the homeowner to prune back shrubbery and bushes on their property? Should the HOA be responsible for removing dead branches, dead shrubs or should it be the responsibility of the homeowner?

Arborist Bartlett Tree, who walked the swale to provide an estimate, stated that nothing was wrong with the shrubbery currently alive in swale. He also noted that dead branches and bushes do not damage the swale, meaning the perforated drainage pipe that runs through the middle.

It was decided by the Board that the HOA would not be responsible for the pruning of bushes and shrubs in the swale. It was also decided that the HOA would not be responsible for removal of dead branches, bushes, or shrubs. This is purely aesthetic and should be maintained by the homeowners.

It was also decided by the Board that the HOA would be more forward focused, preventing problems with the drainage system. The swale should drain within 48 hours of a rain event. If it doesn't drain, the homeowner should reach out to the Board. Mulch helps with drainage. This is contracted to be done annually by the HOA. Additionally, there is environmentally safe weed killer applied, and volunteer trees are removed (tree saplings that grow on their own without being planted). Starting this year, the HOA has contracted for an annual port inspection done on the pipes within the bioswales.

It was decided that the Board would reach out to different companies to discuss next steps if there was sediment found in any of the ports during the inspection. Sediment usually

indicates root intrusion into the pipes. Once the Board discusses next steps with the various companies, it will be compiled and discussed with the homeowners at the Annual Meeting.

The Capital Reserve Study line item 'Bio-Swale Pruning and Clean-up' will be renamed to 'Bio-Swale Filtration Pipe.' Its allocated funding was reassigned accordingly. "The HOA sent multiple emails regarding swale care this year, including an initial fact sheet reminding owners they are responsible for shrubs on their property. The HOA will transition to a yearly swale email containing facts, do's, and don'ts. Beth will add the do's and don'ts as an addendum to the Best Practices document on the HOA website.

There was an email sent to a homeowner who planted Teddy Bear magnolias in the swale. The email from the HOA stated that the trees had to be removed from the swale and could be planted in the yard, at least 15' back from the center of the swale. The homeowner came back and said they would remove the trees, but could they plant arborvitaes instead. The HOA will respond that no trees of any kind should be planted in the swale based on recommendations from several bioretention swale experts. We will give the list of acceptable bushes and herbaceous plants that are approved and on the RAP website.

The Board discussed what talking points will be at the Annual Meeting including those interested in joining the Board, budget for current year and proposed budget for next year, next steps on swale maintenance and solicitation of topics for the meeting.

Beth Wells will send out an email with a link to these meeting notes and Save the Date for the Annual Meeting.

The meeting was adjourned.