

MOUNT AIR CONSERVANCY
Board of Directors Meeting
Minutes

DATE: February 23, 2021

LOCATION: Virtual Telecomm

CALL TO ORDER: A. Heymann called the meeting to order at 7.04 p.m.

PRESENT:

- A. **Board Directors:** Sam Zaghmout, Paul Helt, Abigail Green and Andy Heymann.
- B. **Summit Management:** Lori Randall, Sarah Newton
- C. **Residents:** JoBeth Hodges and George Blackwell

Open forum: None

Scheduled Hearing: 6708 Red Bird Woods Court for violations: lack of application for fence installation, brick and stone on common grounds, and shed. BoD moved and approved suspension of parking privileges. Summit to address inappropriate boat placement in a hearing next month.

PRESIDENT REPORT: Laid aside a grill for potential repair of post. Conducted 100% review of Verizon equipment (communicated with Verizon regarding FAA complaint for their lack of maintaining legacy equipment in the community; Verizon responded with intent to fix everything). Reviewed Cox Communication nodes requiring resetting (HOA Cox resident working the issue and repairs in process). Verizon needs to keep clear areas where equipment is located. Considerable amount of debris in HOA wood line requiring concerted cleanup. Staircase and ramp repair paid. Snow removal seems to be conducted appropriately. Samuel Araya offered to fill vacant board seat.

BoD moved and approved the appointment of Samuel Araya to the BoD.

READING OF MINUTES: January 2021 minutes reviewed.

APPROVAL OF MINUTES: January 2021 minutes approved.

TREASURE'S REPORT: December 2020 financial and bank statement not available.

FINANCIAL REPORT: December 2020 financial and bank statement not available.

Currently, the HOA is in a net loss position and should finish out the year in that same position.

MANAGEMENT REPORT: The current report reviewed. Sarah Newton shall replace Lori Randall as MAC HOA Community manager.

COMMITTEE REPORTS:

Neighborhood Watch:

Sean Corcoran invited the HOA to a scheduled Zoom Neighborhood Watch Coordinator's meeting on 4 March 2021 at 6:30pm.

Annual Residents Meeting:

BoD annual meeting in April 2021 will have elections for three openings. BoD decided to conduct meeting outdoors on the common field. BoD proposed and approved conducting the annual meeting on 10 April 2021 at noon. Summit will get notices to residents. Summit shall not be able to attend the weekend annual meeting.

BoD requesting Summit to organize covered awnings, a lectern and a public address system to use during the meeting. Summit to determine cost for these preparations.

Architectural Control Committee (ACC):

Endemic problem noticed with many satellite dishes being installed without approval. BoD will proceed by asking for removal or gain board approval. Cables are not installed properly and are exposed, a tripping hazard.

Summit forwarded attorney response on easement, current ARC Rules revision and DMV info for out of state plates. BoD moved and approved to accept the updated ARC Rules. These shall be provided to residents for the Annual Meeting.

BoD moved and approved the updated ARC Rules and Regulations.

ACC applications:

- 8513 Blue Bird Woods Court: BoD approved application to replace roof and gutters.
- 8513 Blue Bird Woods Court: BoD approved application for HOA to pay for community tree trimming.
- 8561 Enochs: BoD approved application for sliding glass door.
- 8513 Red Bird: BoD approved application request for tree removal.
- 8508 Kernon: BoD approved application to replace roof.
- 8500 Kernon: BoD denied application and requests Summit to obtain a legal opinion regarding a temporary rather than a permanent/transferable easement for a shed and fence on common ground. PENDING

Plat received from surveyor of 8500 Kernon. Board decided all construction on common ground (shed and fence) must be removed from common ground within 90 days. Homeowner must stay within property line. BoD discussed and asked resident to provide legal request for easement. Resident provided easement request which board shall review and discuss during December meeting. Board asked legal counsel to review information; provided opinion. Further

discussion postponed to Feb 21 BoD meeting. BoD moved and approved acceptance of legal opinion letter for temporary easement.

Pictures to the board of dumping and beaten path behind 8517 Blue Bird Woods. Resident forwarded pictures of area behind his fence and stated it is in better condition than before he started the patio project. Request for approval still has not been submitted. Dumped debris needs to be removed.

8540 Enochs requested BoD recommendations per drainage issue; BoD requested resident to provide an architectural change form with suggestions.

Assessments and Invoices: Summit indicated MAC HoA needs a Collections Policy and encourages the implementation of a policy soon to secure the practices currently in place. (i.e. cost of late and delinquent letters is passed to owners, 10% interest if it goes to collections, timing for going to collections, etc.). Draft of a revised resolution provided to BoD. BoD moved and approved to send draft Collections Policy to legal for review. PENDING

Due Process Policy: potential revision the board should also look into.

Signs: Repainting the fire lane on the southeast corner on Blue Bird Woods is needed (pending).

Parking Committee: Nothing new to report.

Parking: BoD discussed extending/increasing motor vehicle and trespass law enforcement on common property (tabled).

BoD discussed towing parking policy and determined to keep towing time at 7pm to 6am.

Parking Passes: Parking pass applications mailed so passes can be issued by 1 April 2021.

Reserve Study: Nothing new to report.

Fence: Nothing new to report.

Playground: Nothing new to report.

Tennis Court: Nothing new to report.

Audit: Nothing new to report.

Landscaping: BoD requested Alfred's not to lay mulch around trees.

BoD moved and approved Alfred's to trim a shrub on Mockingbird Woods next to a parking space.

BoD discussed replanting trees (holly, oak, poplar, cherry, dogwood, etc.), more durable and slower growing, in the area; need to determine appropriate budget to fund which will determine

type of trees. BoD moved and approved \$3000 to develop and install about 25 trees.

Arborist:

BoD moved and approved Jose proposal of \$1,840.00 for tree removal in the community.

6700 Mockingbird resident submitted a request to remove 2 trees behind his home looking for Board to help with expenses since it is common trees. He will get quotes and come back to the Board. BoD shall consider sharing half of cost. BoD request plat to determine community or not. Proposal obtained for \$2500. Issues: fence built using trees and trees appear to be at least sharing resident and community property. BoD requires evidence trees are on common ground. OPEN.

8508 Enochs concern about tree hanging over deck. Summit visited property and took pictures. Tree is not dead but has grown at an odd angle. OPEN

Resident asked if trees removed (10) on Mockingbird would be replaced. BoD shall examine replanting in the Fall during a later BoD meeting. OPEN

Invasive Plants: Jose and BoD President inspected areas requiring attention; Jose provided proposal for spaying these invasive plants; two treatments now and one in the Spring for \$9990 total, one payment in Fall and one in Spring. BoD moved and approved proposal. Jose treated, but there was no effect so they will come again and retreat. Continued work; ON HOLD.

Graffiti: nothing new to report.

Pet Stations: Vendor indicates 3 cans need to be replaced: locks are not working and being left open so bags are being stolen. Cost is \$314.65. BoD requests Summit to discuss reducing replacement costs.

Lights: BoD determined to replace failed street light bulbs with LED as needed. CLOSED

Light out at 8510 Enochs: PSE repair complete.

Light out in front of 6743 Cardinal Woods; to be reported.

Street (community) Asphalt:

Board would like to assess streets for repairs. Everyone was to look at them and place in priority order. Management's assessment:

- Priority 1: Blue Bird
- Priority 2: Enochs
- Priority 3: Cardinal and Kernon
- Priority 4: Red Bird, Mockingbird, and Shirley Woods (although little difference between 3 and 4.)

BoD moved and approved requesting Summit to request an engineer to prepare a proposal to review and identify needed street repair requirements. Board to look at specifications report before moving forward. Pictures of areas of puddling would be helpful.

Board looked at specifications report. BoD moved and approved for Engineering firm to send out request for proposal for at least 5 proposals for Blue Bird Woods Court and Enochs, with add alternate of Cardinal Woods and Kernon steps. Engineer will try to get report done before next board meeting but completion depends on the weather.

Gazebo: nothing to report.

Tow Report: two during the month of February.

Snow removal: Snow budget will be significant under budget which should help with the lines over budget such as Exterior, Electrical, and Tree Maintenance. Legal expenses are higher than planned.

Trash: BoD to consider forming an Environmental Committee to review trash compliance.

Community Clean-Up: TBD.

Yard Sale: on hold until early next year.

Website: nothing new to report

Fall Festival: TBD.

Grill / Picnic Table: Common ground charcoal grill damaged; BoD considering purchasing both grills replacements for to be done in Spring. Jose to remove damaged grill. Picnic table to be replaced. BoD moved and approved to have all common picnic tables and grills to be purchased and replaced in the Spring. Summit to identified pricing: Park Catalog quote to replace grill is \$254 plus \$100 in shipping. Estimating \$100 to install. Each grill should cost approximately \$500. Similar picnic table to one discarded quote of \$884 plus shipping. This equipment is included in the reserve plan. BoD moved and approved to replace 3 grills and 3 picnic tables for \$4500 of reserve funds. Order being reevaluated to see if post only can be ordered. Summit reached out to vendor: replacing posts for "out dated" grills would cost more than new posts and grills. Vender proposal for replacing 3 grills and picnic tables is \$4295. Summit is moving forward on the project.

Verizon Box: Verizon Communication Box: Summit will request Verizon repair, and BoD will be updated when completed. Repairs expected to be completed by 1 March.

OPEN/CLOSED Action items:

New Business: new dog station bins needed.

Executive Session: 8:38pm, board moved to executive session. Board returned from executive session at 8:57pm.

ADJOURNMENT: adjourned the meeting at 9:01pm.

Respectfully submitted by Paul Helt, Secretary

Approved on