

MOUNT AIR CONSERVANCY
Board of Directors Meeting
Minutes

DATE: April 27, 2021

LOCATION: Virtual Telecomm

CALL TO ORDER: P. Helt called the meeting to order at 7.03 p.m.

PRESENT:

- A. **Board Directors:** Sam Zaghmout, Paul Helt, Michael Williams, Deveney Wall and Sam Araya.
- B. **Summit Management:** Lori Randall
- C. **Residents:** George Blackwell, Victor Elasco, and Robert and Amanda Daniels

Open forum: Resident indicated drainage across sidewalk from the south end of the courts. Resident indicated grass area needing resodded on Enochs.

Election of Officers: BoD moved and approved the following:

President:	Michael Williams
Vice-President:	Deveney Wall
Secretary:	Paul Helt
Treasurer:	Sam Araya
Member-at-Large:	Sam Zaghmout

PRESIDENT REPORT: Trees and picnic tables have been delivered but not placed.

READING OF MINUTES: March 2021 minutes reviewed.

APPROVAL OF MINUTES: March 2021 minutes approved.

COMMITTEE REPORTS:

TREASURE’S REPORT: December 2020 and March and April 2021 bank statements not available and January and February 2021 financials to be given board time to review before approval.

FINANCIAL REPORT: December 2020 and March and April 2021 bank statements not available and January and February 2021 financials to be given board time to review before approval.

MANAGEMENT REPORT: The current report reviewed.

Summit recommends asking Daly, Hamad for another two-to-three-year engagement letter for future audit engagement. BoD shall discuss during May BoD meeting.

Neighborhood Watch: nothing to report

Annual Residents Meeting: completed

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.

Annual ARC inspections completed April 5th and letters were sent out. Request from Board to note all homes that have a satellite dish and back gate pavers.

Summit forwarded attorney response on easement, current ARC Rules revision and DMV info for out of state plates. BoD moved and approved the updated ARC Rules. These shall be provided to residents during the Annual Meeting. Easement signed by Board President, sent to resident for Signature/Notary. CLOSED

ACC applications:

- 8569 Enochs: BoD approved application for landscaping.
- 6747 Enochs: BoD approved application for windows replacement.
- 8577 Enochs: BoD approved application for new deck.
- 6706 Enochs: BoD approved application for deck wood replacement and steps.
- 8513 Enochs: BoD approved application for staining deck.
- 8542 Enochs: BoD approved application for painting front door and shutters.
- 6760 Cardinal Woods: BoD approved application.
- 8536 Enochs: BoD did not approve application for painting steps; don't need to change until steps show wear.
- 8575 Enochs: BoD application 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.

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. Draft Collections Policy from

Legal Counsel provided to BoD; BoD moved and approved new Collections Policy. Signatures of board members obtained and copy for residents to be distributed. CLOSED

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

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

Reported fire lane sign down due to snow contractor needs reinstallation. Pending.

Parking: see committee report.

Parking Committee: Reviewed report given to community during annual meeting. Issue to be added as a BoD agenda item for discussion.

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 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. Trees and bushes delivered, yet to be embedded. PENDING

Arborist:

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

BoD requests map showing location for new trees and bushes from Jose.

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. Summit sent Jose request to get update on Spring application. OPEN

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. Upon BoD request Summit requested discount from Poop 911 due to long term contract; Poop 911 offered a 10% discount on the installation portion of the quote. Cost reduced to \$305.76. Requested Vendor to inspect bins to see if just the locks could be replaced. Will be updated following their next onsite trip. BoD to examine stations to make further determination. PENDING

Lights: 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. BoD asked for a specifications report for two more streets before going out for bid. Report approved by BoD.

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.

BoD received revised specifications draft from Engineer. BoD moved and approved requesting bids to repave Enochs, Kernon, Blue Bird Woods and Cardinal Woods.

Gazebo: nothing to report.

Tow Report: none.

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. Need a new snow contract for the 2021-22 season.

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

Community Clean-Up: 17 April clean-up day went well; dumpster was used effectively.

Yard Sale: BoD initiated discussion of holding community yard sale; anticipate September.

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. Picnic equipment has been delivered and in storage until emplacement.

BoD proposed and approved motion to have Jose install grills and materials.

OPEN/CLOSED Action items:

New Business: Bay window copper paint is difficult to find; suggested Rustoleum metallic rust brown (closest to copper available).

Executive Session: 8:15pm, board moved to executive session. Board returned from executive session at 8:26pm.

ADJOURNMENT: adjourned the meeting at 8:32pm.

Respectfully submitted by Paul Helt, Secretary

Approved on