

CLARKSBURG RIDGE HOA
BOARD OF DIRECTORS MEETING
OCTOBER 10, 2019

MINUTES

Board Members in Attendance:

Christopher Castellano

Olga Pagoda

Valli Sivasailam

Shireen Ambush, Abaris Realty

The Board meeting was called to order at 7:03 p.m.

ACC HEARINGS:

ACC Hearings were held at 6:30 pm for all owners who failed to comply with the exterior maintenance citations from the annual inspection of all homes this spring. The Board voted to levy a fine of \$100 against all owners who did not comply.

PROPOSED 2020 BUDGET:

The Board reviewed and discussed the first draft of the proposed 2020 budget prepared by Abaris Realty. Due to rising operating expenses and the need to fully fund the replacement reserves, the Board agreed to propose a 2% increase in the HOA fee for next year. The proposed budget and cover memo will be mailed to all homeowners announcing that the Board will vote on formal adoption of the budget at the December meeting.

MINUTES:

The Board reviewed the minutes of the August 29, 2019 Board meeting. A motion was made, seconded and carried unanimously to approve the minutes as written.

MANAGEMENT REPORT:

The Board reviewed the letter from independent auditors, Goldklang Group recommending that the Board pass an annual resolution for tax filing purposes. Accordingly, a motion was made, seconded and carried unanimously that the Association elects to apply all or part of any excess assessment income to the following year's assessments and such final amount shall be at the Board's discretion.

The Board reviewed a request from the owner of 11327 Catawba Manor Way to waive a late fee from their account. The Board agreed unanimously to waive the late fee as a one-time-only consideration.

The Board reviewed correspondence from the HOA's collection attorney regarding the outstanding debt owed by the former owner of 11330 Catawba Manor Way and agreed unanimously to deem it as uncollectable and to write it off as bad debt.

The Board discussed the unauthorized exterior modifications being performed at 13118 Tannery Ridge Drive without ACC approval. The Board agreed to hold a hearing at the December meeting to adjudicate this violation since the owner has not responded to our repeat requests to stop construction until ACC approval is obtained.

The Board reviewed the renewal contract from T. Cooper Security for security patrol services in 2020. The Board agreed not to accept the proposal at this time. Several Board members expressed their dissatisfaction with the service this year and the security reports were greatly inconsistent from one officer to another.

The Board voted unanimously to approve the proposal from Brightview for fall flowers at the front entrances. The Board requested that Abaris notify the Board as soon as the flowers are installed to confirm the Board is satisfied with the quantity and size of flowers before paying the invoice.

The Board reviewed the renewal grounds maintenance contract from Brightview for the 2020 season and voted unanimously to accept it.

OLD/NEW BUSINESS:

None

There being no further business, the Board meeting was adjourned at 7:25 p.m. The next meeting scheduled for December 12, 2019.