



# Board Meeting Minutes

FEBRUARY 24, 2022 / 7:00 PM / VIRTUAL MEETING

## Attendees

Name	Role	Initials	Attendance
Subhasis Datta	President	SD	Present
Don Funkhouser	Vice President	DF	Present
Paul Witting	Treasurer	PW	Absent
Mike Wolmetz	Board Member	MW	Present
Carmen de Perignat	Board Member/AECC Chair	CdP	Present
Evgeny Tsypnyatov	Board Member	ET	Present
Neil Smith	Secretary	NS	Present
Scott Wertlieb	Vista Management (VM)	SW	Present
Kevin Kapp	Vista Management	KK	Present
<b>Homeowner Attendees:</b> Emily Funkhouser <b>AECC Member:</b> Bob Woods			

## Agenda

- 7:00 - 7:20 PM: Opening
- 7:20 - 8:20 PM: Priority Business
- 8:20 - 8:50 PM: Ongoing Business
- 8:50 - 9:00 PM: Closing

# Notes

## OPENING

- Meeting called to order at 7:05pm by Subhasis Datta, President.
- Motion to approve December Meeting minutes. Passed - see Votes section for further details.
- Motion to approve January 2022 Meeting minutes. Passed - see Votes section for further details.
- Financial Account Balances:
  - Operating Account: \$47.7k
  - New Reserve: \$55.0k
  - Checking Account: \$5.3k
  - Reserve: \$222k

## PRIORITY BUSINESS

1. **Plant Protection Policy**
  - a. Board discussion on the AECC implementing a policy around decorative fencing and plant protection.
  - b. Motion to implement the policy as drafted by the AECC. Proposed by CdP, no second - motion not passed.
  
2. **Homeowner Dues**
  - a. ~25 homes are yet to pay dues. Pacing ahead of the same time last year.
  - b. NS to add reminder into an email and website.
  
3. **2021 Financial Review**
  - a. Jim Layton has sent across his proposal for conducting the financial review and preparation of federal and state tax returns on behalf of the HOA.
  - b. Motion to approve the proposal for this engagement. Passed - see Votes section for further detail.
  
4. **Trail Repairs/Dehaven & Pebble Hill Trail Water Management**
  - a. VM, CdP and NS met with Allentuck to further discuss the proposal for work at the Dehaven runoff.
  - b. VM and NS presented the quote for the Dehaven work at \$8,900. Motion passed - see Votes section for details.
  
5. **2022 Reserve Study**
  - a. Draft report received from Becht Engineering. Board to review and provide comments to VM and SD within 7 days of the meeting.
  
6. **Trail Signs**
  - a. Installation of the new signs being finalized. Certain post sizes were not available that has led to a minor delay.

**7. CCOC Registration**

- a. SD has confirmed that the CCOC registration has been completed.
- b. Board can expect their next bill to arrive in July.

**8. Landscaping Watering Expenses**

- a. VM and AECC held a follow up discussion with Allentuck regarding watering rates. CdP is awaiting a new proposal and has asked that we be billed on a monthly basis for future seasons.

**9. Homeowner Improvement Letters**

- a. Around 20 homes still have outstanding improvement items that are past due based on recent letters. VM to work with the AECC on coordination of next steps.

**10. EV Charging Station**

- a. Discussion around a townhome owner request for installation of an EV charging station. Board discussed the approach given the expansion of EVs in the future and the implications and options associated with this in a communal setting with unassigned spaces.
- b. Homeowner has been asked to provide more information to the AECC.

**11. White Developer Fence and Welcome Area Policies**

- a. Documents have now been registered with the CCOC depository on February 14th, 2022.

**12. Tree Removal**

- a. Board discussed reports of recent hardwood tree removals on Pebble Hill Lane that did not go through AECC approval. VM to follow up.

**13. Annual Meeting**

- a. Initial discussions on the planning for the annual meeting.

**CLOSING**

- Motion to approve these minutes as a true and accurate record of proceedings. Passed - see Votes section for details.
- Meeting adjourned at 9:19pm.

## Votes

Motion	For	Against	Abstain
Motion to approve December 2021 Meeting Minutes	All (7)		
Motion to approve January 2022 Meeting Minutes	All (7)		
Motion to implement a Plant Protection policy as drafted by the AECC	Not passed		
Motion to approve Jim Layton proposal for 2021 financial review and tax preparation services.	All (6)		
Motion to award the work at the Dehaven runoff to Allentuck Landscaping.	All (6)		
Motion to approve February 2022 Meeting Minutes	All (5)		

## AECC Approvals

### Approved:

1. 11605 Flints Grove Lane - Stone step hardscaping and garage repainting, Feb 16 2022