

MILESTONE HOMEOWNERS ASSOCIATION
Board of Directors Meeting
October 4, 2021 – 7:00PM
Meeting was held by video/telecon.

Board Members Present: Mike Johnson, President
Rajesh Sreedharan, Secretary
James Halton, Member at Large
Romain Tweedy, Treasurer
Raman Veda, Member at Large
Mahendra Pandey. Member at Large

Board Members Absent: Gerald Schmidt, Vice President

Management Present: Laura Etchison, Community Manager

Recording Secretary: Terry Cromwell

Others Present: Several homeowners were present on the video call.

Laura E announced that the meeting is being recorded. She requested everyone on the call please mute their microphones unless they are speaking.

Owner Forum

The owner of 21327 Emerald Drive requested an update regarding a fence issue that has been going on for months. Laura E stated the Association is currently waiting for a hearing date from the CCOC. Most likely the hearing will be scheduled for November.

The owner of 21200 Emerald Drive asked if the pool passes from this season are reusable. Laura E stated yes, they will get activated the beginning of the 2022 season. She stated management will send out a notice to residents to remind them to keep the passes.

Rajesh S asked how many owners requested passes, Laura E stated 2368 passes were issued. Rajesh S. requested management give them a count of how many homes received passes.

Mr. Guntow asked if the Association might do a trick or treat parade for the kids in the community. Laura E stated the Association could possibly do a costume party; she will check with the Associations insurance company to make sure there are no liability issues due to COVID-19. Rajesh S stated someone would have to coordinate it. Mike J stated maybe Mr. Guntow and he could connect to organize it. Currently there are no restrictions on outdoor activities, so most likely the Association will have regular door to door trick or treating.

Mr. Divakar wanted to mention to owners that he had a problem with his sink, the water was draining out slowly and then the pipe burst under the sink where the shut off valve is located. He stated this will start to happen with the older homes in the community.

Call to Order

With quorum of the Board achieved, Mike J called the meeting to order at 7:13pm.

Mike J suggested they move the financial report down on the agenda to discuss when they review the 2022 draft budget.

Approval of the September 2021 Board of Directors & Executive Session Meeting Minutes

James H motioned to accept the Board of Director minutes from September 13, 2021 as presented. Mahendra P seconded the motion, all were in favor, the motion carried.

Raman V motioned to accept the Executive session minutes from September 13, 2021. Raman V seconded the motion, all were in favor, the motion carried.

Owner Hearings

Laura E stated there are two hearings scheduled for tonight, she asked if either owner was on the call. The owner of 21331 Emerald Drive, Ms. Fernando was present. The owner stated she applied for a front walkway with a sitting wall and was denied. She stated the walkway was uneven and was a trip hazard so she wanted to make it even. She sent pictures of other walkways in the community that were the same as what she applied for. She has been asking for an update and received an email today regarding the hearing tonight. Ms. Fernando stated the walkway was very narrow and she has a grandfather in a wheelchair, so it needed to be wider. She is not sure why it was denied. Mike J stated that the ARC committee could not approve it because it is outside of the guidelines, the Board has to approve it. Rajesh S asked Ms. Fernando if she mentioned anything about needing wheelchair access, she stated she did not. Mike J stated one problem is that the owner completed the work before submitting an application to the committee. Mike J stated the Board will discuss the application in executive session and let the owner know the outcome. Rajesh S reminded the owner in the future please submit an application before starting any work.

Ms. Fernando stated she also submitted a second application and it is her understanding if she does not hear back in 60 days she can move forward with the work. Laura E stated she would check on the application.

12307 Milestone Manor Lane – the homeowner was not present. Laura E stated the owner installed a flagstone walkway without submitting an ARC application. She was sent a violation letter and then applied. Mike J stated the Board will also review this application in executive session.

Management Report

Laura E stated that she would report on the financials when they discuss the 2022 draft budget. She did state the reserve accounts are at \$557,000.

Laura E stated the tree removal on Emerald Drive is scheduled for October 15. She also emailed PGC to schedule a date for the walk through to look at the trees that he suggested be removed in his proposal. He stated he could do the walk through on Saturday October 9 after 2pm or Friday October 15 at 4pm. Mike J suggested Laura E contact him and schedule the walk through for Friday October 15 at 3pm. Laura E will confirm the date and time in an email to the Board.

Laura E stated that the Board needs to set the dates for the community wide leaf removals. Normally one is completed before Halloween and one in December before the Christmas holiday. Once the dates are confirmed with the contractor management will do an email blast to owners.

Laura E stated she and Romain T met to discuss the 2022 draft budget which will be discussed later this evening.

Mike J asked if there was any progress on striping the tennis court. Laura E stated one company (Sports Systems) went out to look at the court. She feels it would be best to do this work in the spring. The Board agreed. Mike J asked what the outcome was with trying to keep a record of all renters, Laura E stated IKO does not plan on doing that but she has asked the Association attorney for an opinion. She has also asked them for an opinion on the commercial vehicles parked in the community. Mike J asked if the LED lights at Stardrift entrance are in, Laura E replied yes.

Mike J asked if Laura E had received a proposal from his neighbor for tot lot mulch. Laura E stated she had not heard from him and she does not have his contact information.

Action/Discussion Items

2022 Grounds Maintenance Contract: PGC's contract for 2022 has an increase of 5% to the base contract. The price for installing flowers did not change but the cost of watering increased \$5.00 per hour.

Laura E stated the contractor had not increased the cost of the contract for several years.

Romain T made a motion to accept the 2022 contract from PGC, James H seconded the motion, all were in favor, the motion carried.

2021-2022 Snow Removal Contract: Laura E stated Greenstone's contract has the same price as last year which are excellent rates. They did a great job last year; this would be their fourth year working with the community.

Romain T made a motion to accept the 2021-2022 snow contract from Greenstone, Mahendra P seconded the motion, all were in favor, the motion carried.

2021 Annual Meeting/Elections: Laura E provided a timeline of the dates for notices to go out to the community regarding the annual meeting and elections.

2022 Draft Budget: Laura E stated she and Romain T went through the budget and reviewed the 2020 Audit. The draft budget was sent to owners suggesting a \$1.00 increase but they had not taken into account increasing the reserve funds per the updated Reserve Study. They feel the assessments should increase \$2.00 to account for raising the reserve contribution to \$44,000. They did trim some of the line items in the budget such as printing, electricity and pool pass printing. Rajesh S stated the reserve study planned for interior renovations of the pool house for \$200,000. He does not recall discussing this to go into the study. Laura E stated that should have been removed from the study and a revised study was sent out in March 2021. Laura E will review the revised study to make sure it is correct. Laura E stated the last audit report flagged that the Reserve account was not properly funded. Rajesh S stated he would like to review the auditor's report since the increase to assessments for 2022 is basically driven by the new reserve study. Rajesh S noted if at the end of the year we have income left over the Board votes to put it in the reserve account. A discussion pursued regarding line items in the budget.

Committee Reports

Social Committee: Mr. Owens stated the social committee is planning a few more events for this year. There will be a Halloween event and the Christmas Tree Lighting. Most likely they will be spending about \$3000 for the year. Mr. Owens introduced a new member that has joined the committee, Julie Rivera.

The Board thanked the committee.

Architectural Committee: There was no report.

Adjournment

The Board meeting adjourned at 8:50pm.

Respectfully submitted by Terry Cromwell