

HOA Meeting Minutes

September 22, 2021

Members in Attendance: Thuy Nguyen, Dave Sobel, Emily Brundage, Helen Fortner, Ping Shu/Susan (arrives at 7:05), Rosina Brienza (arrives at 7:10)

- 7:01 Dave Sobel called meeting to order
 - Approve Previous Minutes
 - August 25, 2021 Meeting
[Draft 2021-08-25 Regular Mtg - New Version.docx - CMCA](#)
 - Architectural Control meeting minutes
[Draft Arch Control Mtg 8-17-21.xlsx - CMCA](#)
 - Move to pass pending adding the list of attendees to this meeting minutes
1. Review Expansion of contract with SCS.
- New contract as of January 1, 2022 for a three year term, additional cost of contract for increasing the number of meetings attended by management to monthly and includes a yearly Spring Covenant Inspection, but also a one-time inspection to be conducted by Ridge and one Associa OnCall rep to produce a monthly maintenance chart for ease of planning.
 - Ridge will begin practicing proactive management. Previous Boards had instructed SCS to be passive. The Board will receive a proactive style of management of the community where the Board is in place to provide the green light to decisions, be the authority when determining decisions related to Owner issues, with guidance from SCS.
 - He will ensure there is a Resolution in place that places the financial responsibility of Violation Letters and ARCH applications solely on the Owner, reducing cost to the Association and allowing SCS to manage the process.
 - Transfer to homeowners, this will be a cost per application for ACC Application, restoring does not require to apply; this rate is established by SCS
 - Ridge to collaborate with AOC to generate a monthly maintenance schedule for the property. AOC will provide a proposal(s) to address all noted items throughout the year. Ridge will present to Board for consideration and direction.
 - Ridge will improve vendor relationships; specifically, with landscaper. Landscaper should be viewing the property and providing recommendations and proposals for beautification and betterment of the community. This will include drainage/erosion issues, dead trees/shrubs, turf improvements, etc. First one should be submitted for Fall consideration.
 - Ridge will produce a second proposal that will reflect subsequent covenant inspections to follow up on any captured violations from the Spring inspection.
 - Present the Board the capabilities of TownSq and migrate operations and communications to this platform with emphasis on electronic communication.
 - Locate and present the Board with several Parking/Towing resolutions already in existence the Board can use as a template, or better yet, provide them with one that addresses their concerns or tailored to their specific needs.
 - Dave Sobel motions to extend contract with SCS for three years and they'll take up responsibilities in good faith with the contract. Thuy second. (Dave, Thuy and Rosina vote yes; Helen votes no; Emily abstain from voting.
 - [SCS Chesterfield Mews CA Original.docx - CMCA](#)
2. Review Tree proposals.
- Ridge present proposal (link below) and he suggests going with Blade Runners. RB believes that they have intimate knowledge of the area. DS suggest that we go forward today instead of setting up a meeting with contractors to present their plans. EB states that 'Blade Runners does an okay job with landscaping but they are not good with trees'.

- Board members asked Ridge more information regarding the various proposals.
 - Dave motions to do all three of their trees works with BLADE RUNNER, Rosina's seconds.
VOTES
 - Yes: Thuy, Dave, Rosina, Ping; No: Emilie and Helen
 - Ridge to ask Blade Runner to be more communicative of their work.
 - [Re: Tree Proposals Analysis - CMCA](#)
3. Review Trash Renewal Proposals received and discussed concerns with missed pickups by current contractor. Negotiated better pricing for renewal with current contractor. Discussed obtaining more quotes and aim for decision by October 2021 Board meeting.
4. Comments from neighbors:
[A comment from Kevin K Noca on www.inthemews.com - CMCA](#)
[A comment from Bruce Pincus on www.inthemews.com - CMCA](#)
[A comment from Lyle Minter on www.inthemews.com - CMCA](#)
[A comment from DILMA ZURITA on www.inthemews.com - CMCA](#)
5. Review Parking Policy
- Thuy forwards the parking policy to Ridge, he reviews and agrees with it. He also accepts being the point of contact.
 - Policy will be review with Bruce.
 - Board members with reach and review the policy, the intention is that we approve it at the next meeting.
6. Tennis Court Keys
- SCS can manage Tennis court keys. We can charge community members for keys. We can delegate this responsibility to SCS completely.
 - Nancy Hott currently have the keys to the tennis court.
 - We need a key/tennis court policy.
 - Dave motion for SCS to draft a tennis court/key management policy and we will review, revise and vote at the next meeting. Thuy second.
 - VOTE: unanimous yes vote from board members
7. Community Issues:
- Passing of neighbor: [A comment from Anne Patchell on www.inthemews.com - CMCA](#)
 - Arbitrary of Michael: a community member that passed away during 9/11; Dave to motion to recognize a moment of silence in memory of Michael (the only person to pass in Chesterfield Mews). No one votes no.
 - A moment of silence is observed.
 - Maintenance concerns: [A comment from Mary Mcgarvey on www.inthemews.com - CMCA](#)
 - Engage maintenance services with SCS (ground maintenance)
 - Expanding grounds contract
 - Request that Ridge reach out to Bare Branch to fix fence and pipe
8. Snow
- Who's in charge of snow? Making the call for snow removal. Ridge will be in charge.
 - Traditional guidance, not going over budget.
 - Blade Runners tracks weather map, they will call whoever is in charge. Blade Runners will call SCS and vice versa, work together to decide
 - Decides next month
9. Motion to adjourn at 8:48. No one objects.

/KC Chen/
Board Secretary

Date Approved: 1/26/2022