

AMBERFIELD HOA MINUTES

JANUARY 16, 2020

Present: Mike, Dorian, Gaston, Nelida, Margarita, Gerald, David via phone and Henry from Abaris.

- Meeting called to order at 7:05 p.m.
- Board approval made for the October 17, 2020 minutes.
- Board approval made for the November 21, 2020 minutes.
- Motion made and approved with one opposed to waive the fine for 204 Lazy Hollow Drive.
- Unauthorized railing was installed at 315 Amberfield Lane. Owner present at meeting. Board granted owner until end of March 2020 to install metal railing in compliance with authorized structures. Board also reiterated to owner to submit requests to the AERC first prior to any project being performed to exterior of home. Owner also requested designated parking spaces. Neighbors are parking in front of her townhome and she has a handicap. Owner informed of the no designated parking spaces in the neighborhood and to request via the Board a handicap sign be posted near home. However, handicap signs are not exclusive. They are for persons who have a legitimate handicap decal.
- Email received from a resident expressing concerns about the lack of available parking spaces. Parking has always been on a first come, first serve basis. This is an ongoing issue. The Board reiterated for owners to be courteous and those with driveways to park their cars on their property and leave the open spaces for those who don't have a driveway.
- Email correspondence received from resident of Lazy Hollow Way about the retaining wall project and damage to her yard. Shireen plans to meet with the resident's employer (a landscape contractor) as well as with Wendy from FSC to review the conditions before Spring so both contractors can provide a proposal for remediation to the area that will address this resident's concerns.
- Email received regarding overgrown landscaping along the fence next to 801 Suffield Drive. Wendy (FSC Landscaping) requested a copy of the property plat in order to verify if this area is on HOA property. Abaris has reached out to

the City of Gaithersburg for the plat. FSC to determine if it's on HOA property. Board will review if found to be on HOA property.

- Email received from owner of 208 Lazy Hollow Drive reporting tree overgrowth in their backyard. Board reviewed and approved FSC's quote of \$475.00 to trim the tree.
- Board reviewed 3 proposals to have the reserve study updated. Board approved for Miller Dodson to provide the updated reserve study. Reports to have pictures, recommendations on how much to put in the reserves. Payment for a preliminary report to be done 30 days after receiving approval.
- Board reviewed email addendum from RSV Pools offering a credit due to the MCPS school schedule. Board reviewed and acknowledged credit of \$492.00 to be allocated to HOA.
- Board discussed to send to all homeowners that no longer will the mailing of flyers to be received via mail, with the exception of documents written by law. Owners can sign a digital request form indicating "I agree to receive everything via digital". Board requested Henry to look into having Abaris Web Developer place notifications on the Amberfield Website and to provide the cost of such work. An opt in email notice will be made. Owners to provide their email accounts through the website in order to receive future notifications. At the following HOA meeting this subject will be reviewed and finalized.
- Pending the above outcome of gathering emails and posting notices on the Amberfield Website, Pool pass registration via the website was discussed.
- Motion made and approved by Board to adjourn meeting at 8:05 p.m.