

AMBERFIELD HOA MINUTES

APRIL 19, 2018

Present: David, Michael, Gaston, Margarita, Richard via phone and Shireen from Abaris

- Meeting called to order at 7:05 p.m.
- March 15, 2018 minutes tabled.
- Motion made and **approved** by Board to write off bad debt for 805 Suffield Drive.
- Waiver of late fee **approved** by Board for 302 Leafcup Rd.
- Board to check if white fence was removed from 121 Lazy Hollow Drive. It was installed without Board approval.
- Board will take under advisement 12 Lazy Hollow Way issues. MyAmberfield website addresses dog waste issues as does the February 2018 minutes. We are also waiting on FSC's, landscaping company's feedback proposal, that includes areas mentioned during the Spring Walk through of the community.
- Resident requested a notice be sent out to residents regarding securing their recycling on windy days to prevent littering of papers and other materials in the streets and yards. Board pointed out topic was addressed accordingly on the www.myamberfield.com website along with other information. Residents can check the website.
- Correspondence received from resident with safety concerns. Abandoned vehicle sitting in front of 400 block Fleece Flower has been removed. Abaris to check status on new brighter LED lights for all light posts in neighborhood by City of Gaithersburg. The MyAmberfield website addresses unlocked vehicles and items stolen. There is concern of a pathway allowing people to use it from Great Seneca Hwy to the 400 Block of Fleece Flower. The fence in that location is not connected allowing access to community. Abaris to check fence that is not connected leading to Great Seneca.
- Request received by 207 Leafcup Road to waive \$100 and \$200 ACC fines from account. Motion made and approved by board to **deny** request.
- Proposal from CSG for the preconstruction and construction phase engineering for retaining wall and fencing replacement was reviewed by Board. On the Fee Schedule, Board requested an approximation on cost. Clarification needed on the "construction project management for the sum of \$171,540.00, which is equivalent to 12% of the construction value (\$1,429,600.00)". 8% was previously mentioned. Abaris to verify percents with CSG and ask for the 8% as previously stated.

- Board reviewed projected budget spreadsheet for 2019 showing the \$1,000,000 commercial loan repayment over the next 7 years. HOA fees will need to be increased in 2019 in order to balance the budget. A notice will be drafted for a Town Hall Meeting to be scheduled in June 2018 with Engineers present and to discuss general figures with owners. Venue to be confirmed.
- Board reviewed e-mail from Xenith Bank's questions regarding whether the Amberfield HOA has obtained approval of 2/3rd of the membership in order to borrow funds. The HOA's legal counsel has confirmed that a vote of the homeowners is not necessary. As soon as loan is approved, Abaris will send the executed AIA contracts to CSG and Olmo Bros. so the retaining wall and fencing project can be scheduled.
- Motion made and **approved** by Board to execute the settlement agreement mutual release payment of \$325.49 to Meeling Lu.
- Meeting adjourned at 7:50 p.m.