

## 04/07/04 Board Minutes

KINGSVIEW RIDGE HOMEOWNERS ASSOCIATION

c/o Vanguard Management Associates, Inc.

P.O. Box 39 \* Germantown, MD 20874

(301) 540-8600 Fax (301) 540-3752

Regular Board Meeting

Up County Regional Services Center

Germantown, MD 20874

April 7, 2004

Board Members Present:

Tim Martin, Hari Singh

David Brooks, John DiNardo

Absent:

Larry Marcus, Stephanie Kurylo

Ed Hughes

Recording Secretary:

Nancy Keen

Community Manager:

Nancy Keen, Vanguard Management

Tim called the meeting to order at 7:40p.m.

Minutes:

The June 4, 2003 minutes were presented for review and approval.

**MOTION - David made a motion to approve. Hari seconded the motion. All were in**

favor. Motion passed.

The October 1, 2003 minutes were presented for review and approval.

MOTION - David made a motion to approve. Hari seconded the motion. All were in favor. Motion passed.

Homeowner Open Forum:

John reported that large trees had fallen down in the Ranworth tot lot area. The trees may have damaged a few picnic tables, and the playground equipment. Management will have MainScapes remove the trees, and the playground equipment inspected.

Hari reported that when driving out Ranworth Drive, his windshield was hit by an onion or tomato. The Board and Management will keep an eye out for this type of activity.

Reports of Officers and Committees , if any:

None

2004 Lawn Chemical Contract:

Royal Greens and MainScapes proposals were presented for Board review. Tim recommended to stay with Royal Greens but requested Management inform them that the Board was not happy with their service last year.

MOTION - Tim Martin motioned to approve Royal Greens 2004 Contract for a total price of \$3,650.00. David seconded the motion. All were in favor. Motion passed.

Palmetto Circle Entrance:

The Board voted by email to approve the replacement of the Palmetto Circle entrance plants that were destroyed by a vehicular accident. MainScpaes replaced three (3) Norway Spruce trees one (1) Viburnum, and one (1) Forsythia for a total price of \$1,426.00.

MOTION - Tim Martin motioned to ratify the email vote approve the replacement of the entrance plants on Palmetto Circle. John seconded the motion. All were in favor. Motion passed.

Traffic Circles Missing Liriope:

MainScapes proposal to replace the missing liriopie plants in the traffic circles in the single family section of homes was reviewed. It was discussed that Tattershall Court and Ranworth Court were the circles that had sustained the most damage from snow plows and trash trucks driving over the plants. Tim recommended that MainScapes submit a new proposal to install 2-3 feet of mulch around the Tattershall Court and Ranworth Court circles and transplant the liriopie into the middle of the circles.

MOTION - Tim made a motion to have MainScapes replace the liriopie in the two (2) Briarwick Street Circles and Penrod Terrace Circle for a total cost of \$345.00. David seconded the motion. All were in favor. Motion passed.

#### Installation of Annuals:

MainScapes proposal to install annuals was reviewed. MainScapes submitted several different types of annuals for selection this year.

MOTION - David made a motion to approve the Petunias ?Wave Mix? and Dusty Miller selection of annuals for all of the community beds for a total price of \$1,200.00. Additional annuals should be installed in the beds to make them fuller for a total additional price of \$750.00. Tim seconded the motion. All were in favor. Motion passed.

#### Ranworth Entrance:

Improvements to the Ranworth entrance beds were discussed. Management will inform MainScapes to prune these beds better. Management will also obtain an estimate from MainScapes to remove the large holly shrubs, and replace with Crepe Myrtle trees.

MOTION - Tim made a motion to approve up to \$1,400.00 to have MainScapes remove the four (4) Holly shrubs at the Ranworth entrance beds and replace with four (4) 10' Crepe Myrtle trees. If the cost is more than \$1,400, Management will seek approval from the Board through email. David seconded the motion. All were in favor. Motion passed.

#### Common Area Gate/Briarwick Street:

The Board had approved through email, Frederick Fence?s proposal to replace the common area gate behind 14001 Briarwick for a total price of \$860.00.

MOTION - David made a motion to ratify the email vote to approve the replacement of the common area gate behind 14001 Briarwick St. John seconded the motion. All were in favor. Motion passed.

#### Direct Debit:

The option of offering Direct Debit service to the homeowners was discussed.

MOTION - David made a motion to approve offering the option of direct debit service to the homeowners for a total cost of \$15.00 per month to the Association. Tim seconded the motion. All were in favor. Motion passed.

14107 Tattershall Place (Moor):

This homeowner requested the Board waive all late fees and collection costs from his account. The homeowner stated he had cancelled his bill payer service, and never informed Vanguard of the address change.

MOTION - David made a motion to waive all late charges only. If the homeowner requests a payment plan, approve only three months to pay the entire balance. Tim seconded the motion. All were in favor. Motion passed.

2003 Audit Proposal:

The Board had approved through email, Dennis Alexander's proposal to perform the 2003 audit for the Association.

MOTION - Tim made a motion to ratify the email vote to approve Dennis Alexander's proposal to perform the 2003 audit for the Association. John seconded the motion. All were in favor. Motion passed.

Adjournment:

MOTION - Tim made a motion to adjourn the Regular Board meeting. Hari seconded the motion. All were in favor. Motion passed.

The Board meeting adjourned @ 8:25p.m.