

**KINGSVIEW RIDGE COMMUNITY  
ASSOCIATION, INC.  
REGULAR MEETING MINUTES  
October 6, 2010**

The Board of Directors of the Kingsview Ridge Community Association met at the Germantown Recreation Center on October 6, 2010 at 7:00pm.

**Present:**

Tim Martin, President  
David Brooks, Vice President  
Hari Singh, Director  
Lori Teachum, Director

**Absent:**

John DiNardo, Treasurer  
Jim Parker, Director  
Mohammad Zarei, Director

**Others Present:**

Nancy Keen, Vangaurd Management  
Shelly Henning, Recording Secretary  
Cheryl Reid, Homeowner

**I. CALL TO ORDER**

Mr. Martin, President, called the regular meeting to order at 7:15pm with a quorum present.

**II. MINUTES:**

The Board reviewed and approved the minutes of the August, 2010 Board meeting.

**Motion: To approve the August minutes.**

**Martin/Singh**

**Vote: Unanimous**

**III. HOMEOWNER FORUM:**

**A. Tree Roots, 2 Palmetto Court**

Ms. Reid wanted to address the Board with her concerns regarding a tree on the common property. She was unable to come to the last meeting when this had originally been discussed. The roots of the tree have crossed into her property and she is concerned of the damage it may cause to her property. It is unsightly. The roots are buckling under her landscape. The Board discussed that surface roots are typical of the tree. The Board stated that they do not remove trees on common property unless recommended to do so. Mainscapes had recommended not removing the tree. The Board stated that they will continue to monitor the tree. If it is determined that damage would be done the

Board will act. Ms. Reid also mentioned that the surface roots are an issue when she tries to mow the grass. The Board asked Management if Mainscapes could look at it again and see if they could strip the surface roots as long as it wouldn't damage the tree. Ms. Reid also mentioned that there is a pine tree on common area that is growing into her home. The Board also discussed that there are probably other trees in that area that are concerns to other homeowners.

**Motion: That Mainscapes look at the surface roots of the Maple tree and get a quote for removing them. That Mainscapes look at the pine tree for pruning back and give a quote and that Mainscapes look at other trees in that area that may be an issue too to other homeowners.**

**Martin/Brooks**

**Vote: Unanimous**

**IV. MANAGEMENT REPORT:**

**A. Grounds Maintenance Renewal Contract:**

Mainscapes has a renewal contract for the Grounds Maintenance for the 2011/2012. There is a 3.7% increase for 2011 and the cost will remain the same for 2012. The Board thought the contract was within reason.

**Motion: approve the 2011/2012 contract**

**Brooks/Singh**

**Vote: Unanimous**

**B. Penrod Terrace Traffic Circles:**

Management has received homeowner complaints regarding the traffic circles on Penrod Terrace having large empty areas that do not have Liriope. Mainscapes has a proposal to fill in the empty areas with Liriope. The Board was concerned that the damage will continue to happen to the circle. The Board discussed that it might be a good idea to replace this area with grass instead. They would like to look at the area again and come up with a plan.

**Tabled**

**C. Snow Clearing Contract:**

Management has obtained a contract from Mainscapes for the 2010/2011 Snow Removal. All costs have remained the same with no increases from 2009/2010 contract.

**Motion: That we accept the snow contract contract.**

**Singh/Brooks**

**Vote: Unanimous**

**D. 2011 Operating Budget**

The Board decided to increase the General Assessment 6.45% to \$98.00 per quarter and a 10% increase for Townhouses to \$142.00 per quarter. The Board approved the 2011 draft budget for distribution to the homeowners for comment. Under Montgomery County law, the draft budget must be sent to all homeowners for comment at least 30

days prior to final adoption by the Board. The draft budget was mailed on August 16, 2010. There have been no homeowner comments. Upon the Board's final budget approval, the assessment notice and new payment coupons will be mailed in November.

**Motion: To give final approval of the 2011 budget.**  
**Teachum/Brooks** **Vote: Unanimous**

**E. Reserve Analysis:**

The Association has never had a professional Reserve Study completed to evaluate the common elements and establish the appropriate funds that should be set aside for their maintenance and replacement. Currently, the Association's Reserve Contribution amount is based on information provided by the Developer and a simple review of the site plans. It is recommended that the Association have a Reserve Study completed. Management has obtained three proposals for a Reserve Study. All three companies use the Community Association Institute National Reserve Study standards to perform the Reserve Analysis. The study is completed by a Reserve Specialist, many of whom are Professional Engineers. The Board discussed that the information from this study would be used to look at future budgets and that it would not affect the new 2011 budget. The Board thought it would be best if they tabled this decision until April.  
**Tabled until April.**

**V. OLD BUSINESS:**

There was no Old Business discussed.

**VI. NEW BUSINESS:**

There was no new business discussed.

**VII. ADJOURNMENT:**

There being no additional business for the Board to conduct at this time, the Board meeting adjourned at 7:37pm.

**Motion: To adjourn the meeting.**

**Martin/Brooks** **Vote: Unanimous**

**\*NEXT MEETING:** The next meeting of the Board of Directors is scheduled for Wednesday, December 1, 2010 at **7:00pm**.

Respectfully yours,

Shelly Henning  
Recording Secretary