

**Tanglewood Townhouse Association
Board Meeting Minutes
September 9, 2020**

Present: Carrie Pearson, Al Belais, Judy Contolini, Renaud Kauffmann, Carol Fuller

The board meeting was called to order at 6:36pm by President Carrie Pearson.

The minutes from the August 2020 Board Meeting were approved and will be posted on the HOA website.

President's Report

No new issues at this time.

Treasurer's Report

The final dues were received by check by the last homeowner for Jan-Dec. Dues income in August was \$8,920.80.

August Budget Summary

PGE	\$ 58.99
Water	\$ 332.08
Grover's monthly/ add'l work	\$ 1,583.00
Tree Care (walk-thru)	\$ 1,375.00
	<u>\$ 3,349.07</u>

Yearly Budget	\$58,383.00
Spent FYTD	<u>\$ 5,486.69</u>
Remaining balance	\$52,896.31

Reserves

Budgeted	\$ 10,250.00
Spent FYTD	<u>\$ 0.00</u>
End year balance	\$ 10,250.00

Landscaping

Tree removal #5 Britten. The Board approved the removal of the birch tree on the common property behind the house. The bid by Tree Care to remove the tree (\$765) and shearing of the sides of the arborvitae (\$170) was accepted.

Action: Al will contact the owners about our approval of their request. He will schedule the work with Tree Care.

Increase in yearly landscape fee. Grover's is increasing their basic monthly landscaping fee from \$1,508 to \$1,883 beginning Oct. 1, 2020. There has been no increase for 13 years. Al got two more bids for comparison. One bid was very close to Grover's, but the Board voted to sign the yearly contract with Grover's because of their familiarity with our needs and our positive relationship with Dave Grover.

Action: Al will notify Dave Grover of our acceptance of their new contract. Judy will emphasize in the quarterly newsletter that all common property landscape requests need to go through the landscape board member. The landscape board member should also be informed if a homeowner wishes to contract Grover or another landscaper to do independent work, i.e., the homeowner is footing the bill.

Wind storm damage: A large tree limb fell in the front of #7 Britten and was removed by Tree Care. The entire tree will have to be removed because of an open tree wound and possible infection. The tree is also top heavy toward the house. Tree Care will bill us for the limb removal and give a bid for removing the tree. No further action required at this time.

Landscape requests at #19 Bloch: The new owner submitted pictures of her landscaping needs on common property. A small and larger tree on the side is hanging over and touching the roof. She would like the ivy in the front removed.

Action: Al will notify the homeowner of the Board's decision:

- Al will attempt to trim the overhanging branches of the smaller tree. The overhanging branches of the larger tree will be included in next year's work with Tree Care. Or the homeowner can have her arborist do the work at her expense.
- Grover controls the ivy in front as is required by his contract with us. If the owner would like the ivy removed for cosmetic reasons, i.e., she doesn't like it, she may remove it at her own expense and let the landscape board member know of her plans. It would become very expensive if the HOA removes all landscaping on common property that homeowners no longer like. Only concerns that are a hazard and uncontrollably invasive will be considered by the HOA.

Landscape request for #35 Bloch. The new renters and homeowners at #37 would like to clean up the common property in the front and back yards of the property. The reason for the clean up is to improve the property's appearance.

Action. Al will notify both that they may do so but it will be at their own expense.

Island landscaping. Al sent Grover the request and diagram for the islands' upgrades. No response yet from Grover.

Action: Al will follow-up with Grover.

Maintenance

Railing at 1 Bloch: the railing along the driveway has been removed and the wood taken by the nextdoor neighbor. No further action required.

New windows and front door for #19 Bloch. Diagrams were submitted for two new windows (2x3 and 3x3) on the side of the house and for a new front door to be painted black or white. Board approved.

Action. Carrie will send a letter of approval of the windows and front door to the homeowner.

House paint color for #19 Bloch. The homeowners would like to paint the back of the house the same color that it is now. The previous homeowner only painted the front of the house before she sold it. The chip color is Walnut Wash. The Board approved the color.

Procedure for approving exterior house paint colors. A paint board of approved colors will no longer be used by the TTA HOA. There is no reference to it in the Declaration of Restrictions. The Board will follow similar criteria as Mt. Park, i.e., earth tone colors. Therefore, going forward, the Board approved the following procedure which is the same as any maintenance/landscape request:

1. The homeowner will submit to the maintenance member of the TTA HOA their desired house paint color.
2. The TTA HOA will follow similar criteria as Mt. Park allowing only earth tone colors.
3. The TTA HOA sends a letter of approval to the homeowner.
4. The homeowner will submit their paint choice to Mt. Park with our letter of approval.

Action: Judy will write up the new procedure for easy reference for future board members. It will be posted on our website in the section *Useful Documents*. She will show it to the board at the next board meeting.

Street Lights: Four street lights are remaining to be installed. Carol talked to the contractor and the purchase and installation of the remaining lights is \$5,720. The Board approved the cost.

Action: Carol will contact Light-Waves and tell them to go forward with the installation.

Garage doors with windows. Carol said some homeowners inquired if garage doors with windows are allowed by the HOA. It allows some natural light into the garage and Mt. Park allows them. There is no mention in the Declaration of Restrictions for or against it.

Action. The Board approved to allow garage doors with windows, but a request must be submitted to the board and each request will be considered on an individual basis.

New Business

There has been a complaint about the deck and roof (back) of #21 Bloch. It is violating Mt. Park's ordinances re: exterior care of the house. Carol emailed the homeowner, who lives in California, informing him of the condition and that he may be fined by Mt. Park.

Action. We will wait how to proceed once the homeowner responds to Carol's email.

The meeting was adjourned at 8:03pm.

The next board meeting will be Oct. 14, 2020, 6:30pm, Location to be determined.

Respectively submitted, *Judy Contolini*