

THE UPLANDS HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING
APPROVED MINUTES
HELD VIRTUALLY VIA ZOOM
August 11, 2022 6:00 PM

Board Members Present:

Stuart Prince, President
Ron Wagner, Vice President
Karen Parlatore, Secretary/Treasurer
Jerome Williams, Member-at-Large
Natasha Alfonso-Ahmed, Member-at-Large

Homeowners Present:

Charlene Hardy 544 Harborview
Barb – 502 Silver Clipper Lane
Rebecca Wright – 522 Harborview Drive – PO 8
David Shamburg – 502 Spindrift Lane
Sonia Torres & Jose DeLeon – 511
Brit Fulbright – 613 Leeway
Rich Foster – 707 Fair Winds
Richard Foster – 502 Windboard Way
Brent Fullwright
Kevin – 602 Fairwinds Way
Kemp – 813 Admirals Way
Gabe B. – 702 Fairwinds Way
David –
Maral Rahmni –
John Thompson –
Joan Melendez –
Sharma –
James Suhr – 709 Quayside Court
Meeta – PO 9
Denise Polk - 705 Fairwinds Way
Brianna Cole
Will Plummer – 704 Entry Square
Arianna Royster– PO 9
Jennifer Vargas
Betty Robinson
Bates
Rick Schiller
Michael Barr
Richard Black
Richard White PO3

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Claudel Antoine
Yvone – PO 4
Tyler Megahan
Kevin – PO 7

Representatives of Management Present:

Abaris Realty, Management of The Uplands Homeowner's Association, Inc.: Glen Charles, Henry Leung, Kaitlin Ambush, Shireen Ambush

Also Present: Julie Krachman, Adiscov LLC

1. **CALL TO ORDER** – Shireen Abaris introduced the Abaris Team. Stuart Prince, Board President, called The Uplands Homeowners' Association Board of Directors' Annual Meeting to order at 6:08 pm, noting the presence of a quorum. The meeting was held virtually via Zoom.
2. **PROOF OF NOTICE** – Notice was received as required by the documents
3. **INTRODUCTIONS. HOMEOWNER COMMENT PERIOD. MANAGEMENT RESPONSE TO COMMENTS** - Shireen Ambush welcomed all attendees. She then announced that the homeowners present would be called upon one at a time and given 2 minutes per homeowner with a 20 minute maximum on the comment period. Abaris will be noting homeowner comments and will respond after the comment period is complete.
 - A. Homeowner Comments
 - a. Barb M. – commented on the noise of the circus
 - b. Betty Robinson – shrubs on driveways on River Mist are dying. Also there are sightings of foxes in the neighborhood.
 - c. Brent Fullwright – new homeowner in PO 9 – wants to understand more about the landscaping. Sprinklers are not functioning. Also wants information on amenities in the community.
 - d. David – interested in parking update
 - e. Jennifer Vargas – new homeowner in PO 9 – wondering about communal trashcans to handle dog poo bags
 - f. Jim Suhr PO3 – concerns about landscaping contract and mowing
 - g. Joan Melendez: 9E – dryer vent cleaning, parking, barbeques on terraces, awnings on buildings, irrigation & landscaping, level of service, new construction
 - h. John Thompson – irrigation, landscaping needs overhauling, noise levels of concerts,
 - i. Meeta PO9 – maintenance & landscaping
 - j. Michael Barr – PO8 – parking

- k. Tyler – update on second gate
- l. Rich Foster – permit system for events like birthday parties and concerts
- m. Santiago Ortiz – concerned about renters and proper screening – PO 3
- n. Kevin – PO 7 – access to gate
- o. Charleta Bates – 703 Fairwinds Way – she enjoys the concerts
- p. Claudel Antoine – issues with concert noise

B. Board/Abaris Response to Homeowner Comments

- a. Dryer vent cleaning is on the PO level.
- b. Landscaping & irrigation – Replacements vary according to which PO -- some are under warranty and some aren't. This will be covered additionally later in the meeting. Abaris is getting bids for maintenance of the irrigation system which will include monthly checks of the entire system to make sure all are operating correctly. Shireen agrees that dead plant material can be removed immediately and will work to make that so. Abaris is revamping the landscaping contract – it expires October 1 – right now the Uplands has the same contractor for snow & landscaping. Shireen noted that changing the scope of work and adding quality control and reporting to the contract will also improve the landscaping and irrigation.
- c. Abaris has reached out to a trapper for the fox and has a proposal with a company they have used before.
- d. A detailed explanation of HOA fees is currently being worked on and will be coming soon to the website.
- e. Parking policy is being worked on. A towing contract and new signage are coming. The policy will be distributed to all of the homeowners for review.
- f. Common area trash cans & doggy bags – we are looking at more dog waste stations and the Board will approve a new dog waste vendor this evening.
- g. In terms of landscaping Abaris is asking to be notified immediately when there are issues. All contact information is on the website.
- h. Issues relating to barbeques, awnings etc. need to be enforced on the PO level.
- i. Concerts etc. –The Open Space Committee is already working with Abaris on a policy for the use of open spaces which will include concerts. We plan for this policy to require a reservation of one of the open areas for an organized event. Reserving will be done through the website and we are looking at things like maximum capacity, noise levels, etc. We will have the policy prepared for initial review by the end of next week.
- j. Stuart commented on the circus noise at the Plateau and said he will relay the concerns to the NHOA.
- k. Shireen discussed getting lease addendums in place at the PO Level. She has provided examples, emphasized that it is very important, and hopes that the various PO Boards will get these into place.
- l. The second gate will be installed later on in the fall.

4. **REVIEW AND APPROVAL OF PRIOR MINUTES** –Stuart Prince moved to approve the Minutes from the May 12, 2022 meeting. Jerome Williams seconded. The motion carried.
5. **FINANCIAL UPDATE** – Henry Leung reported that the Association is performing to budget.
6. **NEW BUSINESS**
 - a. Preparation for transition to homeowners including discussion of reserve studies. Stuart explained that it is important for the Uplands to have its own reserve studies vs. the smaller intra community reserve studies. We are still short the reserve study from PO4. Yvonne PO4's Board President said that she could follow up on this.
 - b. Open Space Committee update and approval of new members. Rick Schiller reported. The Open Space Committee reached out to 38 people who expressed interest in being on the committee. They received 4 responses and are recommending that these people be approved: Smita Sharma PO 9, Andrew Jenson PO7, Matt Hodge PO6, and Charlene Hardy PO 8. Stuart moved to appoint these 4 people to the open space committee. Ron Wagner seconded. The motion carried.
 - c. Landscape Update – Ron Wagner has updated the RFP for the 2023 landscaping season and has shared it with Rick Schiller. The contract will be bid within the next two weeks. Ron is hoping for a two-year contract which will save time & money. Ron specifically addressed the concerns of residents of PO 9 and 9E – this landscaping is still controlled by the developer/builder. He noted that the dead plant material is still under warranty and there will be a big walkthrough in the fall. Dehydration is not the only reason why plants die – overwatering and shock are other issues. Dead plant material is typical in a new community. The grass throughout the Uplands is green and the evergreens are green. He added plant warranties are typically one year from planting. At that time the Uplands will take over replacement of the plant material. He said right now the property is on a 7-9 day schedule and with all the rain it has been challenging to schedule mowing. Ron said that they are addressing weeds – clipping them or pulling them.
 - d. Parking Update – The Board has the redlined version of the parking policy. Natasha had some great suggestions and additions. Shireen asked that the Board give approval for Abaris to send out a redline version of the parking policy to the homeowners. She added that after the policy was distributed to the homeowners there would be a follow-up meeting in September where the Board will vote to adopt the final parking policy. After final Board approval Abaris will administer the process including distributing permits, etc. There will be a portal on the website to sign up. Stuart Prince moved to send out the redline to the homeowners. Karen Parlatore seconded. The Motion carried.

- e. Organized events/gatherings policy update – Shireen reported that she and the Open Space Committee are putting together a policy draft that will be submitted for Board review by next week.
- f. Insurance Renewal Update – the Board agrees with the renewal parameters delineated by Abaris.
- g. Pet Waste Servicing Update – Shireen explained that the prior contractor didn't give adequate notice before terminating which caused problems. Abaris secured bids as soon as they were notified of the issue and the low bid is from Doody Calls and Shireen is recommending approval of this one. Shireen noted that it is low because Doody Calls already services some properties in the Uplands neighborhood. Ron asked if additional stations can be added to the contract. Shireen said she will request that.
- h. 2023 Budget – Shireen will have a draft budget to the board by the end of next week.
- i. Natasha requested that the Board consider the possibility of social activities and would like to discuss the best way to approach this. This is important to the community and will be discussed.

7. SCHEDULING NEXT BOARD MEETING/ANNUAL MEETING -- The Annual Membership Meeting/Board Meeting is scheduled for Wednesday December 14, at 6:00 PM

8. ADDITIONAL HOMEOWNER QUESTIONS

- a. Fred Robinson – 1) would like gate cameras; 2) clubhouse consideration; 3) grocery store
- b. Charlene – thanked the OSC and the Uplands Board for her appointment to OSC
- c. Joan Melendez – wants to incorporate the chat into the Minutes
- d. Rich Foster – question about the new gate – will everyone on property be able to access both gates – the answer is yes
- e. Rick Schiller – asked Shireen about the landscape and irrigation contract relating to the 2023 Budget. Shireen said there is adequate time because this is just a first draft.
- f. Sean – would like to see a ticketing system.
- g. Yvonne – requests that the PO Presidents be copied when there is outreach to the property managers.
- h. Milgros – noise from the ellipse has been loud and disturbing.

7. ADJOURNMENT -- There being no further business to discuss, Stuart Prince moved to adjourn the meeting. Ron Wagner seconded. The meeting was adjourned at 7:29.

