

THE UPLANDS HOMEOWNERS ASSOCIATION, INC.

APPROVED ANNUAL MEETING MINUTES

December 20, 2021

Attendees:

Paul Washington – PO 8 – President, Board of Directors,

Marie Edwards Smith – PO 8

Shahinda - GHA.

Natasha – PO8

Katie Elliott –

OG

Jerome Williams - PO

Andrea Moore

Thai D. Truong

Alex Farnsworth

Michael Corsey

Ron Wagner

Shahinda Suliman, GHA

Stuart Prince, President, Peterson Companies

Karen Parlatore, Peterson Companies

Ron Wagner, Peterson Companies

Rose – PO 6

Evelyn

Richard Z. White

Natasha Nalfonso-Ahmed

Richard Schiller

Julie Krachman

Shawniqueka Elam

Michael S. Barr

Gina Barr

Keller

- I. Board President Stuart Prince called the meeting to order at 6:04 PM
- II. Proof of Quorum – All Board Officers were in attendance: Stuart Prince, Ron Wagner, Natasha, Jerome Williams, and Karen Parlatore
- III. Proof of Notice – Notice was sent to the members on November 18, 2021
- IV. Introductions – Stuart Prince introduced the Board Members to all of the attendees

V. Review of the prior Meeting's Minutes – The 2020 Minutes were approved as read.

VI. New Business

a. Discussion of the 2022 Budget (Uplands) – Stuart Prince reviewed the 2022 Budget. He reported that since the 30 day notice period was not met the 2022 Budget would be approved later. Expenses projected in 2022 are estimated at \$741,000 is flat from 2021. Stuart explained the Uplands consists of Potomac Overlooks 3 through 9 and he explained that 9 was currently being sold and consists of 9 East and 9 West. The assessments will be \$159.00/townhouse per month for PO 3-8 and \$164/townhouse for PO 9. Major line items are water/sewer at around 40% of the budget and landscaping at \$90,000. Trash is projected at 90,000, and snow removal at \$30,000. Stuart asked if there were any questions. Richard Schiller asked about utilities and asked what is \$12,500 comprised of – Ron explained that this covers the common area lighting and the irrigation controllers. Richard also asked about the \$20,000 water expense – Ron explained that was for maintenance. Finally Richard asked about the replacement reserve contribution – Stuart explained that this was a required annual contribution. Stuart also explained that there will be an engineering study done soon to make sure that the Replacement Reserve contribution is appropriate. Rose asked what the additional \$12,000 in lighting covered – Ron explained that this was for replacement of light bulbs, ballast, and other repairs for example. Rose asked about the \$1,750 for the pet station – Ron explained that this covers bags & waste. Paul Washington asked about the distinction between PO 9 west and PO 9 east. Stuart explained that they are divided into 2 different condominium associations. Paul asked Ron to explain the difference between lighting & irrigation for the common area & the individual PO associations. Paul will submit a copy of his replacement reserve study to Ron so we can coordinate. Richard White asked what the strategy is for when the developer exits the Overlooks. Stuart said that we are working on that strategically.

b. 2022 meeting schedule – Quarterly dates – Stuart said that we will have quarterly meetings in 2022.

c. Committees:

1. Open Space Committee: Richard Schiller is the Chair. Richard White, Alex Farnworth is Treasurer, Dan Furman. Natasha presented an update on the grounds maintenance contract and upcoming work. The incumbent contractor is Complete and the committee has made suggestions for refinements to the scope of work. The contract was put out for bid. Richard Schiller reported that the recommendation will be that Complete Landscaping will continue as the contractor due to cost considerations. The Committee's report has been submitted to the Board for review, further negotiation, and approval. Richard added that the Committee was looking at plant replacement, at improvements to existing facilities like upgrading the dog park, converting light fixtures to LED and some water saving programs. Some other highlights include:

- Guidelines (rules and regulations) for open space use
- A survey to the residents for feedback on the common areas.
- A regular common area update to the residents on a regular basis.

- Determining a tot lot location
- Plant replacement and landscape enhancements.
- Holiday decorations and lighting

Natasha suggested that coordination with the Uplands property manager be improved going forward. Board President Stuart Prince said that based on the report from the Open Space Committee that the Board will approve the contract renewal with Complete.

2. Finance Committee: Stuart said that the Board would like to reconstitute the Finance Committee and that it would probably make sense for the Finance Committee to work with the Open Space Committee since most expenses are driven by common area needs like landscape maintenance and capital improvements such as LED lighting and parking lot striping.

3. Parking Committee: While this has improved with the institution of stickers & the control arm it could still be appropriate to review policy and amend as needed. This would have to be coordinated with the enforcement by Prince Georges County.

4. Social Committee: The Board thinks this would be a great enhancement to the community. Natasha noted that the Social Committee could welcome the new residents, help to organize activities, and explain to the residents about the relationship between the NHOA, the Board, and the Property Management team.

d. Open Forum

Natasha asked that the property managers across the Overlooks improve their coordination.

e. Adjourn – There being no further business to discuss, Ron moved to adjourn. Stuart seconded. The meeting was adjourned at 7:00.