

Prosperity Heights Homeowners Association Minutes

Meeting Name: Board of Directors Meeting

Date: September 14, 2021

Time: 7:00pm

Location: Zoom

Attendees: Rich Cober, Steve Boveri, Monica Duggal, Andrew Frank, Mark Westerfield, Jeff Allen, Miléna Santoro, Kevin O'Brien

Other Attendees: Two homeowners were in attendance.

I. Welcome and Opening Remarks

II. Open Forum – 7:00 - 7:10 PM

- a. **Miléna Santoro** asked for volunteers for helping with Prosperity Day and no one volunteered. She will continue to reach out for volunteers.
- b. **Michael Hayes** asked about Parina and Steve said he will update during ACC agenda item.

III. Administrative Matters – 7:10 - 7:15 PM

- a. Approval of Meeting Minutes
 - i. **Andrew Frank** motioned to approve meeting minutes from the 6/23/21 meeting. **Steve Boveri** seconded. Motion passed.
- b. Resolutions and Votes Passed Via Email
 - i. There were three tree locations that the Board approved to have removed that needed to be removed.

IV. Reports – 7:15 – 7:35PM

- a. Financial Management Report
 - i. Budget Update (see attached PPT)
 1. Financial Reports
 2. Finance Committee Update
- b. Architectural Report
 - i. ACC Approvals

8/10	3372 Monarch Ln	Rear patio/deck	Approved
9/9	3357 Broken Knife	Fence	Approved
9/9	3330 Monarch Ln	Paint door/shutters	Approved

ii. Parina Update

1. There is a hearing on Friday for a default judgement. To date, they have not responded to the county. The default judgement proposes fines and the Parina's will need to go through the approval process or remove the structure in their backyard. The Board will let the county process to continue and address any Board action at a future date.

V. Unfinished/Old Business – 7:35 – 8:30 PM

- a. 2021-2022 Calendar Review
 - i. 1/11, 4/6, 7/6 (Annual Meeting) – All at 7:00pm
 - ii. **Andrew Frank** will schedule an additional November meeting.
- b. Organizing Contact Info
 - i. **Miléna Santoro** and **Jeff Allen** are working to ensure out contact info is cleaned up and email list is as populated as best as possible.

- c. Website Platform/Maintenance
 - i. Skipped because **Russ Anema** was not present.
 - ii. The Board agreed to use Dropbox to store files ahead of meetings. After the meeting is complete, the files will be moved to a final meeting folder.
 - iii. **Miléna Santoro** asked for any newsletter updates to be provided to her. The Board will send any contributions. This will be distributed electronically.
- d. Prosperity Day
 - i. N/A
- e. Welcoming Committee – Update on Budget
 - i. Lori shared via email they she would like \$250 per year for the welcoming committee. The Board can agree on this at the next meeting when the budget is discussed.
- f. Reserve Study/Sign Update
 - i. **Steve Boveri** shared that he received quotes for the sign replacement for the reserve study. This does not include the rocks. It is about \$5,000 to replace the sign.
 - ii. **Steve Boveri** will also reach out for an update on the replacement cost of the stone wall.
- g. Heritage Contract/Other Vendors
 - i. Currently the lawn vendor cuts the grass whenever they want to. They should cut it between 7-10 days. **Mark Westerfield** reached out and they said they had us on the incorrect schedule and will cut it tomorrow.
 - ii. **Mark Westerfield** and **Conrad Heer** created an informal request for proposal. **Mark Westerfield** will begin sending this out to landscaping companies. He will update us when he hears back. In November, we will make a final decision at the Board meeting.
- h. Street Repaving
 - i. **Rich Cober** emailed Chap Peterson’s office after our last meeting, they were responsive and did connect with the VDOT powers that be and said that someone would be by to evaluate and then to at least do some short-term patches where needed. He does not think we have seen any of those short-term fixes as yet.
 - ii. Steven Welch is the individual from VDOT who has been most responsive. In our last exchange he:
 - 1. Shared the paving maps - our roads are bad, they are marked as bad, and there is a backlog.
 - iii. **Rich Cober** shared with our team the presentation that outlines the process for paving plans. We also likely want to encourage neighbors to submit requests for repaving to ramp up the noise on this issue.

VI. New Business – 8:30 - 8:45 PM

- a. Neighborhood Sign
 - i. **Miléna Santoro** said she would like to wait to get a neighborhood sign until we have more space in the budget.

VII. Closing

VIII. Adjourn

- a. **Jeff Allen** motioned to adjourn. **Monica Duggal** seconded. Motion adopted.

Attachments

- Previous Meeting Minutes
- Bank Statements
- Finance Committee Notes
- Budget PPT