

**PENROSE WALK PLANNED COMMUNITY ASSOCIATION
MINUTES OF MEETING JNAUARY 29, 2020**

Meeting Minutes

1. The following items related to home up keeping were discussed:
 - a. House siding are discolored due to dust and need to be power washed
 - b. Porch (Front and side yard) landscaping maintenance upkeep i.e. mulching and trimming of plants must be conducted by home owners on an annual basis
 - c. Few houses have retained wood in the yard, it was determined to notify the home owners.
 - d. Dryer vent cleaning: A voting was conducted regarding HOA absorbing the bi-annual cost
 - e. A request for shed was made which was not accepted
 - f. Basin upkeeping and inclusion or fountain was discussed. Home owners residing on Bradford Avenue confirmed that they do not have mosquitoes problem, due to which no further action will be taken.
2. 2018 finances were provided by Nick instead of 2019.
3. 2020 Budget was also discussed
4. Whitetail has been chosen as the cost is 26% less than the price provided by Republic for 2020
5. Tru green will fertilize the lawns
6. Landscapers will perform the following actions in addition to mowing the lawn:
 - a. Aeration and seeding
 - b. Snow removal
 - c. Monument maintenance
 - d. Basin maintenance
7. Landscapers provided a price of \$ 50 for driveway and Porch snow removal
8. Board election for 2 board members was conducted. Mahesh Ramanadham was re-elected and Rahul Patel residing on Dianes Way has been elected as new board member.
Board Members: Rich Rosenbaum; Mahesh Ramanadham and Rahul Patel

Decision made:

1. Dryer vent cleaning: A vendor has been identified to conduct the cleaning which will cost \$ 70 per house and will be paid by HOA. The homeowners will be provided with the vendor contact information in order for them to call and schedule an appointment. It was decided that cleaning will be conducted on even number homes on a street one day and odd numbers on a different day. The logistics will be discussed and further details will be provided.

Action items:

1. Dryer vent cleaning logistics and contact details to be provided.
2. Home sidings power wash: Quotations will be gathered for entire community. The interested home owners can utilize the services or use other services. When information is available home owners will be notified by HOA management.
3. Home owners in whose yards wood has been stacked will be notified by HOA management to remove them by certain date (TBD)
4. Driveway sealant: Quotations will be gathered for entire community. The interested home owners can utilize the services

5. The 2019 expenses will be sent by email (for those on file with Hano/Nick). In addition 2019 expenses and 2020 budget will be uploaded to Hano > Penrosewalk website.
6. Hano website link (<https://www.hanocpas.com/penrose-walk>) to be posted in Facebook.
(Completed)
7. Quality Landscaping stated if home owners want mulch, weed removal in front porch and side of the home homeowner can contact.
8. Quality Landscaping provided a price for white fence cleaning, which is \$35 for each section (8 feet long), if there are more than 6 sections then the price is \$ 25. We need clarification if the price is for both sides or just one side.