



Open Meeting Minutes
November 5, 2025
7:30 PM

Call to Order – Shirin called the meeting to order at 7:31pm. Janki seconded the motion.

Roll Call

Shirin Bansal, President
Champagne Lawrence, Vice President
Giles Davis, Secretary
Janki Jariwala, Treasurer
Erin Spiliotopoulos, Matrix Property Management Group

Minutes – October 8, 2025. Shirin moved to approve the October minutes. Janki seconded. All present voted in favor.

The Board would like to thank Naomi from 267 for allowing us to use her garage for the donation pick up for Habitat for Humanity.

Old Business

- Potholes Repairs – Management noted that this project has been completed.
- Garage Doors – Management told members that the garage doors are \$1,500. If they would like to utilize this offer, they should contact the name listed on the email.
- Gate – Erin also provided a group rate for the homeowner gates near the patios. If they would like to move forward, the owner should contact the vendor to schedule.
- 2024 Audit – The audit has been completed however it is still being reviewed by the board. We will have more information at the next open meeting.
- Landscaping Contract – Shirin made a motion to approve Fama’s Landscaping for \$102,000 for the 2026 landscaping season. Janki seconded the motion. All present voted in favor.
- Snow Contract - Shirin made a motion to approve Fama’s Landscaping for \$106,000 for the 2025-2026 snow season. Janki seconded the motion. All present voted in favor.
- Sanitation Contract – Janki made a motion to approve Grand Sanitation for a three year contract for a 2 day pick up. The 1st year will begin at \$5,037.98. 2nd year will be \$5,21431. Year 3 will be \$5,396.81. Shirin seconded the motion. All present voted in favor.
- Upcoming Events

- Bulk Pick Up – November 8th. Management noted that homeowners should put their items out the night before.

New Business

- 2026 Budget – The board will be discussing the 2026 when completed.
- Irrigation Contract – Management is going out to bid for this maintenance contract.
- Pest Removal Contract – The board is happy with the service Viking is providing to the community.
- Deck Inspections – Management confirmed that we will be having a deck inspection of all units to come up with a plan for how to replace the decks.
- Insurance Renewal – Erin noted that the community's insurance policies are up mid-December. We will be working with a broker to get the best rates.

Financials

- Reserve Study – The board received the reserve study and will be meeting with an engineer to review. We will incorporate the results from the reserve into the 2026 Budget.

Next Meeting – December 10th at 7:30PM.

Motion to Adjourn – Shirin made a motion to adjourn at 8:05pm. Giles seconded. All present voted in favor.