

PCSA Board of Directors Meeting

July 19, 2016

Meeting opened in due form by the President, Jim West, at 6:30 p.m.

Board Members: Jim West, Phil Plante, Carson Saunders, Vic Olson,
Barbara Moody, Teri Collins

Committee Chairs: Dave Banks (Communications), Chris Walls (Pool),
Alan Burkhart (Grounds)

Guest Speakers: Maria Manzie, Resident, Neighbor 2 Neighbor
Steve Clark, Resident & Pool Committee, Tennis Courts
Kay Krapfl, Resident, Cluster Way Paving

Property Manager: C.J.Jones, Berkeley Property Management

The meeting opened with presentations by the guest speakers.

1.) Maria Manzie presented her Neighbor 2 Neighbor initiative to create coordinated blocks of communication and shared resources within the PCSA neighborhoods to enhance emergency preparedness. The Board referred Mrs. Manzie to the Block Captain Coordinator, Don Reeves. A motion was made by Carson Saunders/Vic Olson to allow a sampling of emails be sent to query interest in the project. The motion carried.

2.) Steve Clark requested consideration of a community tennis court within the Powhatan Secondary. The Board requested that Mr. Clark return with potential costs and location for this project.

3.) Kay Krapfl shared her concerns about continual asphalt damage to the roadway in her neighborhood, Cluster Way.

Minutes

Barbara Moody/Vic Olson made a motion to approve the minutes for the May 12, 2016 Special Meeting and the minutes for the May 17, 2016 BOD Meeting. The motion passed.

Correspondence

Girl Scout Troop 1293 sent a thank you note on April 11, 2016 for the contribution from PCSA of \$150 for their Youth Volunteer of the Year Award.

Project Manager's Report

Rennick's Pond Dam - C.J. Jones shared that the dam repairs are complete. The final certification is almost ready. When the certification is official, the last payment will be made.

Ponds - BMP #2 and BMP #3 show no beaver activity for over a month. The snakes in the small pond and along the trail have been identified as non-venomous Northern Water Snakes.

Water Primrose – The weeds growing in Rennick's Pond have been treated twice with an herbicide and should show some sign of deterioration within two weeks.

Stacked Block Dam – A new sign will be installed at the stacked block dam to instruct drivers that vehicles are not permitted on the trail system or on private property. There is still a plan in the works to add ballards to the entrance of the trail to block vehicles.

Powhatan Place – A sign will be placed asking residents to keep their dog on a leash and to pick up after their pets.

Cluster Way – There are 6 points of failure in the asphalt on Cluster Way. Repairs have been promised by Dominion Paving. Time frame for the repairs is August-September. An independent consultant determined that the original paving was installed incorrectly. A letter will be sent to the owners of Dominion Paving expressing the desire of the community to have the road scraped up and repaved rather than allowing repairs. A promise to involve the PCSA community legal representatives will also be mentioned.

Foreclosures - C.J. Jones reported the foreclosure of the property at 3941 Powhatan Parkway. The residence will be monitored for potential violations.

Pool - The audit for the Pool operations has been completed. The final report is pending.

BMP Maintenance - The BMP's PC143 and PC136 received notices from James City County suggesting routine maintenance is needed.

Committee Reports

Clubhouse - Teri Collins presented for Louise Pearson. The Clubhouse Committee expressed their gratitude to Alan Burkhart for power washing the clubhouse. The committee cleaned the 57 stackable chairs. About two dozen of the chairs required repairs. The chairs are at least 18 years old and will need to be replaced in the near future. An exterminator has been hired to deal with a persistent ant problem. The windows will be cleaned in the next few weeks. New track rugs should be ordered. A request has been made for a sign that reads: "Glitter Free Zone." The committee will meet again on August 15th.

ARC - C.J. Jones presented for Doug MacKenzie. The Architectural Review Committee has had no new requests recently. One covenant violation for mailbox issues has been resolved. The committee will review all covenant violations related to mailboxes in the next 60 days. Non-compliant residents will be asked to attend a hearing on the issue.

Social - Barbara Moody reported the End-of-School-Year Party in June was a success. The organizers, Beth Robles and Karen Quinlan, arranged everything and kept the costs low. The BOD Annual Picnic will be held from 12:30 – 3:30 p.m. on Sunday, August 14, with a rain date of Sunday, August 21st. Rocco's Catering will arrive at noon and be ready to serve by 12:30. The menu includes: pulled pork, barbecue chicken, hot dogs, cole slaw, baked beans, fruit and cookies, plus drinks and paper goods. Cost will be \$1,700 plus \$170 tax for a total of \$1,870. Members of the Clubhouse Committee will man the sign in table. The BOD will need to arrange for setting up and tearing down of tables under the pavilion. C.J. Jones shared updates on the sleigh ride for the Holiday Party. Cost of insurance is too high at a range of \$750 to \$900. Other bids are being taken.

Pool & Swim Team - Chris Walls presented that the pool has 13 new families on the membership roster. Over \$5,500 of initiation fees went into the Reserve Funds. There are currently 127 memberships this year. The committee purchased 10 new chairs for the pool deck at a cost of \$1,100. They also replaced malfunctioning self-closing hinges and locks at a cost of \$100. There was some routine maintenance and minor repairs to the pump/valves. The bill has not arrived yet. Jackcrete was hired to lift and repair sagging pool deck at a cost of \$826. The committee requests consideration of a new Reserve Study. Due to an increase in non-members using the pool, a new entry system is planned. It will require members to carry a laminated key card and will mean a remodeling of the pool house to allow a different entrance to the pool area. The committee would also like to alter the current footprint by fencing in the area behind the Multipurpose building and adding picnic tables to that space.

Communications - Dave Banks shared that the Powhatan Signal newsletter was mailed to 472 homes and emailed to 696 addresses for arrival on July 1st. The increase in emailed newsletters has lowered the cost of postage as has the new procedure for addressing in a proper format which allows for bulk mailing. Since the last meeting, 22 email blasts have gone out, six were pool related and one was for a lost pet. The website continues to improve. BOD meeting minutes for the past several months have been posted. In the past 8 weeks, 17 Welcome packets have been delivered. The display cases have been in use recently, mostly for the swim team fundraiser and the annual picnic.

Grounds - Alan Burkhart reported the bridge along the Colonies Trail has been repaired. The warped boards on the Stacked Block Dam fence will be replaced soon. The committee requests the Board hire a professional power washing company to clean the floor and structure of the pavilion. The committee will handle the handwashing of the playground equipment. There are esthetic and health concerns related to bird droppings on the benches. The committee suggests bird deterrents be installed to help with this problem. The spigot on the back of the clubhouse requires repair. The Board suggested a new spigot also be added to the non-metered water line. New picnic tables have been

placed around Rennick's Pond. Cost for the two tables was \$318.67. Three bags of trash and a large planter were removed during cleanup of the Colonies Trail. Repair was made to the mile marker at the Stacked Block Dam at a cost of \$6.13. Repairs were made to the fencing at BMP #3 for a cost of \$66.94. Pesticide warning signs were installed along the path of BMP #3 for a cost of \$10.49. An email blast will be prepared to inform residents of problems with dumping of yard debris and other items in the community areas and on the trails. A follow up article will run in the next Powhatan Signal newsletter. Signs will be erected in the problem areas at a cost of \$80.

Treasurers Report

Vic Olson reported that the 2015 Tax Returns and the 2015 Audit are in progress.

He presented the June 2015 Treasurers report. Barbara Moody/Carson Saunders moved to accepted the report. The motion passed.

Old Business

Development - Jim West shared that the developer hoping to build a Senior Community Apartment complex on the 39 acres next to Hospice House has presented his plans to the JCC County Supervisors. BOD members are asked to contact the supervisors with their concerns.

Reserve Study - C.J. Jones presented the three companies bidding on the new Reserve Study. They were all of similar cost and similar scope. The company selected by the Board was Design Management. A motion to hire DMA was made by Carson Saunders/Barbara Moody. The motion passed.

Covenant Violations – The court has placed a judgement on a resident in Powhatan Secondary for covenant violations, fines and attorney fees. Carson Saunders/Vic Olson made a motion to have the attorneys send a demand letter for immediate payment. The motion passed.

Fencing – A resident's non-compliance with a BOD directive to find agreement with his neighbor caused ARC fencing approval to be rescinded. A motion was made by Vic Olson/Carson Saunders for the resident to remove the partially constructed fence within 30 days. The motion was passed.

New Business

Annual Picnic - The date for the BOD Annual Picnic is set for Sunday, August 14th, with a rain date of Sunday, August 21st. The caterer, Rocco, was arranged by Barbara Moody. Set up of tables will be under the direction of Phil Plante and Carson Saunders. Barbara Moody & Louise Pearson will man the sign-in table. All BOD members are asked to be present and be prepared to lend a hand. Set up will begin at noon. The pool will be open to all residents of PCSA on the day of the picnic. The volley ball court and equipment will be available. Teri Collins will seek bids on a D.J.

Trees - A resident has requested that the community hire an arborist to inspect the health and safety of all trees in the common areas and trails of PCSA.

Property Management – The PCSA agreement with Berkeley Property Management is due for renewal at this time.

Closing

The meeting was closed in due for at 9:32 pm.

Respectfully submitted,

Teri Collins

Teri Collins, Secretary

10/4/2019

Date