

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:30 p.m. Tuesday, January 26, 2016

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, January 26, 2016.

Board members present: Larry Mounts, Glenn Rother, Niels Favre, Mary Lorenzen and Clyde Masengale.

Also present: Ed Robbins, Property Manager, Berkeley Property Management

A quorum was established.

Approval of Minutes

- A motion was made to approve the minutes from the following meeting:
 - November 18, 2015 Regular Meeting of the HOA Board of Directors
- The motion was seconded and passed.

Treasurer's Report - Glenn Rother

- Reviewed Treasurer's Report month ending December 31, 2015.
- Reviewed 2015 Year-End actuals.

Association Manager's Report – Ed Robbins

- Submitted proposal from Ace Prowash for installation of foam in gutter wells in recommended locations.
- Submitted proposal from McKown Pressure Wash for power washing community.
- Irrigation system will be checked out as soon as the weather is warmer.

Architectural Review Board – Scott Guarino

- 4400 Acoma Circle – Request to remove parking space in front of home at homeowner's expense. Approved via e-mail, see Motions Brought Before Board.

Work Session held Wednesday, January 26, 2016 at 6:00 pm

No issues were discussed that are not included in the Virginia Laws for HOA Associations.

Unfinished Business:

1. **Report re: Bartlett's inspection of Willow Oak trees**
 - James River Grounds will submit proposal for treating willow oaks.
2. **Update on reimbursement of Phase 2 plantings behind Acoma homes**
 - Project Completion Report will be hand-delivered to County on January 27th.
3. **Installation of doggie poop bag post along News Road path and "Dogs On Leash" signs**
 - PCSA responsibility. Request for poop bag post sent to County.

New Business:

1. **4400 Acoma Circle – ARB request from owner to remove parking space in front of home**
 - Formal vote to enter into minutes the Board e-mail vote on December 16, 2015 to approve the request from residents at 44004 Acoma Circle to remove parking space and replace with soil and grass at their expense.
 - ARB recommended approval.
 - Approved.
2. **Power washing of all vinyl siding and pergolas in community**
 - Board reviewed proposal submitted by McKown Pressure Wash & Painting for cost of \$4,075.00.
 - Request that McKown include power washing of timber walkway area closest to the entrance.
 - Board accepted proposal.
 - Requested project for early April.
3. **Cleaning of stained roofs**
 - Ed will request a proposal for work and talk with experts to get recommendations on whether this is beneficial.
4. **Upgrade of Irrigation System**
 - James River Grounds will submit proposal once weather has warmed.
5. **National Exterminating annual inspection scheduled 2/15 & 2/16**
 - Will send out notification on Communication Chain
6. **Installation of gutter foam in areas recommended by Ace ProWash**
 - Board discussed that foam would reduce gutter cleaning costs.
 - Approved proposal for installation of \$4,450.00.

Summary of Motion Brought Before the Board:

1. **ARB request from 4400 Acoma Circle to remove parking space in front of home and install soil and grass at the owners' expense**
 - ARB recommended approval
 - Board E-mail vote on December 16, 2015 approved the ARB request.
 - A motion was made to accept the e-mail vote.
 - The motion was seconded and passed.
2. **Power Washing of all vinyl siding and pergolas in community**
 - A motion was made to accept the proposal from McKown for \$4,075.00.
 - Request that McKown include power washing of timber walkway area closest to the entrance.
 - The motion was seconded and passed.

Committee Reports:

- **Grounds Committee – Niels Favre**
 - Niels requested a meeting with the landscaping crew before the season starts.

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- Requested Ed to have Coleman Tree Service look at leaning Leyland Cypress in common area at back of Wind River Run homes.
- **Neighborhood Watch –Mary Lorenzen for Louise Pearson**
 - Requested any new contact info on owner of 4448 Wind River Run.
 - 4423 Chickasaw will become a rental. Owner is grandfathered in regarding rental cap restrictions.

Homeowner's Comments/Questions –

- Residents requested clarification regarding HOA snow removal responsibilities
 - Send out via Communication Chain

Meeting adjourned at 7:00 p.m.

Submitted by Mary Lorenzen