

Powhatan Place Community Association, Inc.
Meeting of the Board of Directors
Powhatan Secondary Clubhouse
Charter House Lane
6:30 p.m. Tuesday, May 24, 2016

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, May 24, 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:
 - March 22, 2016 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 April 30, 2016.

Association Manager's Report – Ed Robbins

- Drainage concerns reported by residents at 4412 Makah Court.
- Irrigation System – Complete evaluation will be done when system is up and running.
- Willow Oak Trees – Application of systemic insecticide to 19 trees has been completed by James River Grounds.
- Painting of all shutters is complete.
- Common areas – Diseased Leyland Cypress removed and hollies planted behind Wind River Run and dead Leyland Cypress removed and hollies planted behind Acoma homes.
Provided revised proposal to replace light fixtures - \$5481.00
- Provided estimate from James River Grounds for burying drain pipes at 4412 Makah Court.

Architectural Review Board – Scott Guarino

- 4428 Wind River Run – Resident submitted application to enlarge back deck.
 - ARB reviewed and recommended approval.
 - Board approved request via e-mail vote on April 20, 2016. See Motions Brought Before Board.

Work Session held Tuesday, May 24, 2016 at 6:00 pm

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

Unfinished Business:

1. Status update:
 - Willow Oak insecticide application – **Completed.**
 - Installation of foam in remaining gutters – **Project On Hold**

- Residents concerned that foam is not working as it should and is causing gutter drainage problems.
- Ed to talk with Dan at Ace Prowash about concerns.
- Painting of shutters – **Completed**
- Removal of diseased Leyland Cypress and planting of Holly trees – **Completed**
- Installation of LED street light fixtures – Revised cost of \$5481.00 approved by Board.
- Treatment of invasive primrose in lake
 - Responsibility of PCSA
 - Minimum of 2 treatments needed.
 - Fish will be added when primrose is under control.
- 2. Repair of crack in swale behind 4400 Acoma – Contractor has inspected crack and will fill with epoxy.
- 3. Irrigation System Update – System is running and has been checked. **Completed.**

New Business:

1. 4412 Makah Court
 - Ed working with residents to resolve
 - Burying of 3 corrugated drain pipes – Board approved bid submitted by James River Grounds.

Summary of Motions Brought Before the Board:

1. **Tree Work in Common Areas -**
 - Bid submitted by Coleman Landscaping to remove several Leyland Cypress, grind stumps and plant 5 holly trees behind Wind River Run and Acoma. Cost: \$2,705.00
 - Board e-mail vote on April 2, 2016 approved the bid from Coleman.
 - A motion was made to accept the e-mail vote.
 - The motion was seconded and passed.
2. **Installation of LED street lighting**
 - A revised cost (adding 1 more light) submitted by Williamsburg Electric for the installation of LED street lights. Cost: \$5,481.00
 - A motion was made to accept the bid from Williamsburg Electric.
 - The motion was seconded and passed.
3. **4428 Wind River Run – ARB application** submitted by resident to enlarge back deck.
 - ARB reviewed and recommended approval.
 - Board approved request via e-mail vote on April 20, 2016.
 - A motion was made to accept the e-mail vote.
 - The motion was seconded and passed.
4. **4412 Makah Court - Burying of 3 corrugated drain pipes.** James River Grounds submitted a bid of \$325.00
 - A motion was made to accept the bid from James River Grounds.
 - The motion was seconded and passed.

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Board of Directors Meeting

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Committee Reports:

- **Grounds Committee – Niels Favre**
 - Poison Ivy along pathway has been treated.
 - Niels contacted James River Grounds Site Manager regarding trimming of tree at 4427 Wind River Run
- **Neighborhood Watch – Louise Pearson**
 - Update on residents moving into and/or leaving community.

Homeowner's Comments/Questions

- Chickasaw Court continually has a problem with cars illegally parking on street.

Meeting adjourned at 7:15 p.m.

Submitted by Mary Lorenzen