

**Powhatan Place Community Association, Inc.**  
**Meeting of the Board of Directors**  
**Powhatan Secondary Clubhouse**  
**Charter House Lane**  
**6:30 p.m. Tuesday, July 28, 2015**

The meeting was called to order at 6:30 p.m. at the Powhatan Secondary Clubhouse on Tuesday, July 28, 2015.

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

Board member absent: Keith Whitmore

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:
  - May 26, 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 June 30, 2015.
- At work session prior to regular meeting, suggestion was made to create a separate budget line for leasing fees paid by owners.

**Association Manager's Report – Ed Robbins**

- Tree trimming and removal of dead trees/branches by R.A. Coleman has been completed.
- The inspection of all caulk joints and re-caulking as needed has been completed by McKown.
- Provided examples of new signs from Wright Sign Service.
- Status update on the repair of Rennick's Pond Dam.

**Architectural Review Board – Scott Guarino**

- No activity.

**Work Session held Tuesday, July 28, 2015 at 6:00 pm**

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

**Unfinished Business:**

- **Reserve Study Update**
  - Reserve Study the Board has is the final version for 2015.
  - Suggested future changes: Request cost comparison of composite vs maintenance cost of wood decks and bridges.
- **Update on status of Rennick's Pond Repair**
  - Provided by Ed during the Association Manager's Report.

**New Business:**

- **Trimming and Removal of Dead Trees/Branches in Common Areas**
  - Formal vote to enter into minutes the Board e-mail vote on June 3, 2015 to accept the tree work proposal from R.A.Coleman Landscape, Inc. for \$1200.00.
  - Approved.
- **Plantings on Slope Behind Acoma Homes**
  - Formal vote to enter into minutes the Board e-mail vote on June 27, 2015 to accept the proposal for the planting of 23 junipers with mulch and timber edging in the amount of \$727.60.
  - Approved.
- **New Signs for “NO Parking” on streets**
  - Board decided not to replace current small “No Parking” signs at this time.
  - Sign at community entrance will be replaced with new sign in the format presented to the Board with one exception: Replace “Private Property” with “Residents & Guests Only”
  - A motion was made to accept the design of the new sign with stated change.
  - The motion was seconded and approved.
- **Signs requiring pets to be on a leash**
  - Larry will follow-up with PCSA Grounds Committee Chair.
- **Resolution 2015-01 – Establishing a rule on the use of big wheels, motorized scooters, motorized skateboards and/or any other motorized toy vehicles on the streets of Powhatan Place.** The resolution will be reviewed by HOA legal counsel and will be added to the Rules and Regulations document.
  - A motion was made to accept Resolution 2015-01.
  - The motion was seconded and approved.
- **2016 Budget**
  - Glenn will prepare draft budget.
  - Board will hold a budget work session on Tuesday, August 11 at 2:00 pm at Berkeley office.

### **Summary of Motion Brought Before the Board:**

1. **Trimming and Removal of Dead Trees/Branches in Common Areas – E-mail vote on June 3, 2015 to award work to R.A. Coleman Landscape for \$1200.00.** A motion was made to accept the e-mail vote. The motion was seconded and passed.
2. **Plantings on slope behind Acoma Homes– E-mail vote on June 27, 2015 to award work to James River Grounds Management for \$727.60.** A motion was made to accept the e-mail vote. The motion was seconded and passed.
3. **New Sign at Entrance Listing Regulations of the Community –** A motion was made to accept the sign design submitted by Wright Sign Service for the amount \$95.00. The motion was seconded and approved.
4. **Resolution 2015-01 –** A motion was made to approve the resolution. The motion was seconded and approved.

### **Committee Reports:**

- **Grounds Committee –Mary Lorenzen**
  - See attached report
  - Request made by resident for additional spraying of poison ivy.

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- **Neighborhood Watch –Louise Pearson**

### **Homeowner's Comments/Questions –**

- Question on who is responsible for the timber walkway? Powhatan Place HOA is responsible.

Meeting adjourned at 7:25 p.m.  
Submitted by Mary Lorenzen

### **July 28, 2015 Meeting**

#### **Report from Grounds Committee for period May 27 – July 28**

- Shrub pruning was done June 18<sup>th</sup> and 19<sup>th</sup>. Very good reports from residents. News Road looked the best it has ever looked. Passed the good comments on to Todd and his pruning crew.
- James River Grounds planted 23 blue rug junipers and installed a wooden border on the steep slope that is part of the common area behind Acoma homes. Clyde and Joan Masengale contributed \$500 toward the total project cost of \$728.00. Also, Clyde offered to water the plants until the roots are established. Thank you to the Masengales.
- Coleman Landscaping removed diseased Leyland Cypress in common area between WWR and Chickasaw, cut branches away from street lights and limbed up trees throughout community.
- Irrigation tech was in on July 23<sup>rd</sup> to replace a broken head and check out the entire irrigation system.
- Turf application to kill weeds was applied July 24<sup>th</sup>.
- Bartlett Tree Experts will be on-site tomorrow to do the 2<sup>nd</sup> and final application for gloomy scale on the maple trees as you come up the hill on WRR.

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Pedestrian Crossing signal is scheduled to be installed at the intersection of Monticello and News Road in spring 2016. According to VDOT, the pedestrian signal is a part of the project that is going on currently.