

Powhatan Place Community Association, Inc.
MINUTES of the Board of Directors Meeting
Tuesday, July 30, 2019
Powhatan Secondary Clubhouse / Charter House Lane

I. Call to order

Niels Favre called to order the regular meeting of the Powhatan Place HOA Board of Directors at 6:30pm on July 30, 2019 at Powhatan Secondary Clubhouse.

II. Board Members present: Niels Favre, Dottie Julio, Mary Lorenzen, Mike Carney and Rich Bundy

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

III. Guest Speaker – Robyn Goad from Colonial Soil and Water Conservation District

- a) Introduced by Mike Carney.
- b) Invited by Alison Carney to provide information about the use of rain gardens to control erosion and water run off.
- c) Ms. Goad explained the cost share program that provides 75% cost reimbursement for rain gardens.
- d) The Board was very interested in the concept, but decided it would be valuable to see a water garden currently in place in a community before going forward.

IV. A quorum was established.

V. Approval of Minutes from last Board of Directors' Meeting

- a) Minutes of the May 28, 2019 meeting were e-mailed to Board Members for review prior to meeting.
- b) Motion was made to approve minutes.
- c) The motion was seconded and passed.

VI. Treasurer's Report – Mike Carney

- a) Treasurer's Report month ending June 31, 2019 was reviewed and distributed.
- b) Motion was made to approve treasurer's report.
- c) The motion was seconded and passed.

VII. Association Manager's Report – Ed Robbins

1. Items will be covered in the meeting agenda items.

VIII. Architectural Review Board – Lynda Webb

1. 4436 Wind River Run – Request by owner to replace deteriorating garage doors with similar doors (original doors no longer available)

- ARB recommended approval.
- Board accepted recommendation from the ARB and approved request.

IX. Finished Business

1. Reviewed following **completed** items:
 - a) Coleman Projects:
 - Behind Acoma homes – Removal of 3 damaged Leyland Cypress Trees and grinding of stumps. Three (3) Green Giant Arborvitae planted in empty spaces.
 - Trimming and removal of dead trees and plants along News Road path.
 - Planting of two (2) Green Giant Arborvitae along News Road path.
 - b) James River Grounds:
 - Design and planting of front entrance bed.
 - Shrub pruning.
 - c) Spring gutter cleaning.

X. Unfinished Business

1. Trimming of bushes at end of News Road path. Ed will contact James River Grounds.
2. Update on retaining wall project
 - Nearing completion.
 - Very happy with work Coleman crew is performing.
 - Will have seal coating done after completion of the new retaining walls.
3. Update on repair and seal coating of asphalt streets and News Road path.
 - Repairs have been completed.
 - Ed will discuss with Cobb Paving the need to replace the asphalt in some parking spaces.
 - Cobb will begin the seal coating upon completion of retaining walls.
4. Speed sign on Wind River Run
 - “Children Playing” sign was installed to slow speeders on Wind River Run.
 - Residents state the sign is not effective.
 - Requested Ed to obtain an estimate for installation of speed bump on Wind River Run.

XI. New Business

1. Retaining Wall Revised Cost Contract – The Structures Group reduced the contract price by \$10,253.00. Final cost for retaining wall project = \$81,992.00
 - New cost approved by Board via e-mail vote of 06/10/19.
 - Motion was made to accept the e-mail vote.
 - Motion was seconded and passed.

2. 2020 Budget Planning Meeting for Board Members – Scheduled for August 28th at 11:00 am at Berkeley offices.
3. Updating of Architectural Review Guidelines – The Board asked Lynda and the ARB members to review guidelines and revise where necessary. Due to the aging of our community, it is not always possible to find the product that was originally used. The Board would like to have included in the new guidelines, examples of current recommendations, i.e. garage doors, outside lights. The ARB will present their recommendation to the Board.
4. Reminder of 2019 Annual Homeowners' Meeting on September 24th.
 - Two (2) openings on Board.

XII. Summary of Motions Brought Before the Board

1. Revised Cost Contract for Retaining Walls – The Structures Group reduced the contract price by \$10,253.00. Final cost for retaining walls project = \$81,992.00
 - New cost approved by Board via e-mail vote of 06/10/19.
 - Motion was made to accept the e-mail vote.
 - Motion was seconded and passed..

XII. Committee Reports

1. **Grounds Committee – Dottie Julio**
 - No updates.
2. **Beautification Committee – Mary Lorenzen**
 - No updates.
3. **Neighborhood Watch and Welcome Committee – Louise Pearson**
 - No report

Homeowners' Comments/Questions

Residents have had excellent interaction with the entire Coleman crew. It was requested that Ed send a letter to Coleman to let him know how pleased all residents were with his crew's work and politeness.

Meeting adjourned at 7:40 pm
Submitted by Mary Lorenzen