

Powhatan Place Community Association, Inc.
MINUTES of the Board of Directors Meeting
Tuesday, November 19, 2019
Berkeley-Realty Property Mgmt. Office / 150 Strawberry Plains Road
Williamsburg, Va.

I. Call to order

Larry Mounts called to order the regular meeting of the Powhatan Place HOA Board of Directors at 6:35pm on November 19, 2019.

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

Also present: Ed Robbins, Property Manager, Berkeley Property Management
Melinda Settle-Harris, Property Manager, Berkeley-Property Management

III. A quorum was established.

IV. Approval of Minutes from last HOA Board of Directors' Meeting

- a) Minutes of the July 30, 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.

V. Treasurer's Report – Mike Carney

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

VI. Association Manager's Report – Ed Robbins

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

VII. Architectural Review Board – Lynda Webb

No activity.

VIII. Finished Business

1. Reviewed following **COMPLETED** items:
 - a) Retaining Walls
 - b) Repair and seal coating of streets and News Road path.
 - c) Trimming along lake on Powhatan Place side.

IX. Unfinished Business

1. Trimming of bushes at end of News Road path. Ed will contact James River Grounds.
2. Speed bump on Wind River Run
 - Proposal from Cobb's Stripping, Inc of \$850.00 to install one asphalt speed bump to include painting with traffic paint.
 - Requested that bump not be a "harsh" bump.
 - Discussed location on Wind River Run to install bump.
 - Board approved proposal for speed bump not to exceed \$850.00.
 - Charge to line item 99300 Replacement Reserve.

X. New Business

1. Annual Termite Inspection
 - Ed will contact National Exterminating for inspection date in January.
2. Bi-Annual Gutter Cleaning
 - Residents asked that cleaning out of downspouts be included.
 - Scheduled for late December.
3. Maintenance items from Beautification Committee Walk-around on October 22:
 - Loose capstone on retaining wall between homes on Chickasaw &Acoma – Ed will contact Randy Coleman to schedule repair.
 - 4415 Acoma Circle – raised water cover in front yard – Ed will contact either Service Authority or James City County.

XI. Summary of Motions Brought Before the Board

1. Installation of speed bump on Wind River Run – Cobb's Striping, Inc. submitted a proposal of \$850.00 for installation of one speed bump to include painting with traffic paint.
 - Motion was made to accept the proposal from Cobb's, cost not to exceed \$850.00.
 - Motion was seconded and passed. **Charge to line item 99300 Replacement Reserve.**

XII. Committee Reports

A. Grounds Committee – Dottie Julio

- Ed will contact James River Grounds for 2020 contract.
- Landscaping is now on their winter schedule for property visits.
- Irrigation system will be winterized and turned off by end of November.

B. Beautification Committee – Joanne Florio and Beth Anderson

- Committee presented their project priorities.
 - a) Ed advised that they could contact Randy Coleman to get cost proposal on the stump grinding and replanting of trees between Wind River Run and Chickasaw.
 - b) Bid can be e-mailed to Board for approval if necessary.
- Broken sprinkler head at 3732 Lake Powhatan – in front of property – Ed to check.

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-Mud and water behind 3736 Lake Powhatan at the edge of the common area -possible broken sprinkler pipe? Ed to check.

C. Neighborhood Watch and Welcome Committee – Louise Pearson

- Thanked Joanne Florio and Beth Anderson for helping to distribute the info packets to our new residents.

Homeowners' Comments/Questions

1. Donna Mellis would like to join the Beautification Committee.

Meeting adjourned at 7:40 pm
Submitted by Mary Lorenzen