

Meeting called to order at 7:35 pm

In attendance

Lloyd Marshall – President  
Mike Kendall – Vice President  
Jennifer Clark – Secretary  
Kathryn Scott – At Large  
Byron Lewis – ARC  
Rebecca Crocker – Treasurer

Absent

Krista Miller – At Large

**LLOYD ASK THAT WE APPROVE AGENDA FOR TONIGHT’S MEETING.**

Jennifer made motion to accept meeting agenda

Kathryn seconded

**Roll call vote: All in favor**

**JENNIFER READ JULY MINUTES**

- Corrections: Under community time correct “Lot 157” to “Lot 167”
- Under ARC Discussion 1<sup>st</sup> bullet “ordinates” should be “orderinates”
  - ✓ Kathryn made motion to accept minutes as read with corrections
  - ✓ Mike seconded
  - ✓ **All in favor**

**LANDSCAPE CONTRACT DISCUSSION – KATHRYN**

- Signed contract with the Green Designer on July 27, 2007 for August 1, 2007 until April 30, 2008 for \$9,641
- Sprinkler moved and repaired and installed a rain sensor for \$522. The sprinklers will run on Mondays, Wednesdays and Fridays.
  - ✓ Jennifer made motion to approve the sprinkler repair for \$600.
  - ✓ Byron seconded
  - ✓ **All in favor**

**BUDGET REVIEW TO DETERMINE SOLVENCY OF THIS YEARS OPERATIONS**

- Lloyd stated that the budget that this board received was already in the red.
- We are trying to work within this limitation.
- Rebecca has been working with Kate and Krista.
- Community has spent over \$5,000 on attorneys in the last 18 months and that was not an approved line item in the original budget.

**LLOYD ASK THAT THE BOARD BE ABLE TO VOTE IN WORKING SESSIONS TO FULLFIL ADMINISTRATIVE DUTIES**

- Lloyd said that for the board to be productive we should be able to vote in working sessions to handle administrative duties such as paying bills, purchasing new signs, etc. Lloyd also stated that any decisions that were voted on in a working session would be brought to the communities' attention at the next community meeting.
  - ✓ Jennifer made motion to approve voting rights of basic administrative tasks in working sessions and announcing the decisions at the next board meeting.
  - ✓ Rebecca seconded
  - ✓ **All in Favor**

**WEBSITE IMPROVEMENTS; MAKING IT THE MAIN PLACE FOR COMMUNITY MEMBERS TO GO TO OBTAIN CURRENT INFORMATION**

- Discussed changing the person who maintains our website. Lloyd told the board that Patti Purser was willing to take over the website and revamp it.
- Discussed what we want from the website and make sure that we have a clear plan of what we would like to see on the website.
- Lloyd said that his goal was for the website to become the first place community members go for information about the community.
- We want community impute on what they would like to see on our website. Lloyd ask that all comments or suggestions be sent to him via e-mail
  - ✓ Byron made a motion that we transition the website to Patti Purser.
  - ✓ Kathryn seconded
  - ✓ **All in favor**

**ACTIONS FOR FALL YARD SALE – SEP 15, '07.**

- Discussed the lack of advertising. The community does not have the money to spend on advertising.
- The yard sale will go on as planned.
- The signs state "Yard Sale this Saturday" Kathryn will put the signs out the Sunday prior to the yard sale.

**TRASH CONTRACT – ENDS MARCH '09**

**REQUESTING ALL DOCUMENTS FROM ALL OLD BOARD MEMBERS**

- Jennifer meet with Karen Moyer and Beth Starr and received all HOA documents and signed letters stating same.
- Jennifer stated that the only board member that has not signed a letter is Kate because she is still working with Rebecca. Rebecca will get Kate to sign a letter.

**ESTABLISH BEAUTIFICATION COMMITTEE**

- Beatification committee would be headed by Kathryn and the committee would be responsible for overseeing that the landscaping company is

- doing their job. Discussed developing a yard of the month program. Kathryn would establish guidelines and provide them to the board. Possibility set up 2 times a year to do a community cleanup. Discussion about the community cleanup including the Adopt a Highway that the HOA sponsors.
- Community member suggested offering the teens in the neighborhood the ability to volunteer for community service to clean up the area. The forms are provided by the school or church, all we would have to do is sign the form.
    - ✓ Kathryn made a motion that we create a Beautification committee
    - ✓ Jennifer seconded
    - ✓ **All in favor**
      - Beth Starrs volunteered to be a part of the Beautification committee

#### **ESTABLISH WELCOMING COMMITTEE**

- This committee would be responsible for greeting people as they move into our community. Reminding them that this community has an HOA, etc.
  - ✓ Kathryn made a motion that we create a welcoming committee
  - ✓ Jennifer seconded
  - ✓ **All in favor**
    - We are looking for a community member to head this committee. Hopefully we can find someone by the next meeting. If anyone knows anyone please have them contact Lloyd.

#### **SIGNS FOR COMMUNITY ANNOUNCEMENTS**

- We have a metal sign holder missing that needs to be replaced.
  - ✓ Jennifer made a motion to replace the sign costing no more than \$60
  - ✓ Byron seconded
  - ✓ **All in favor**

#### **ARC ISSUES/COMPLAINTS – BYRON**

- Complaints have been sent concerning the two-toned driveway on Manassas Forge Drive. No ARC application was submitted. The driveway is not in compliance with the guidelines.
- Byron will send them a letter.
- ARC Committee members
  - Dennis Blasdel
  - Rick Goodman
- The ARC Committee will do a review and present their recommendation to the board at the next meeting.

- Dennis recommended that the ARC committee get together and create procedures to handle all ARC complaints. Once the procedures are created they would bring the procedures to the board for approval.
- Lloyd explained that all complaints will go through Mike and he will then pass them along to the appropriate committee.
- Jennifer asked do we have a process for anonymous complaints. Byron stated that no we do not have a process.

#### **FINANCIAL REPORT BY REBECCA**

- We have approximately \$65,000 in our account effective today.
- Our monthly bills (trash, NOVEC, etc.) are approximately \$6,000.
- By the end of this year we will be in the red. We are operating on very limited funds.
- This is why we voted at last months meeting to cash in one of the CDs.
- Discussion about the HOA fees and that as our community gets older that we will need to put more money into our community.
- The tennis court that was recently repaired for \$10,000 has been damaged.
- Rebecca will research rolling the 2<sup>nd</sup> CD that is about to mature to see what is the best interest rate that we can get.
  - ✓ Rebecca made a motion that we rollover 1 of the CDs that matures 8/25/07
  - ✓ Jennifer seconded
  - ✓ **All in favor**

#### **SIGN FOR BOAT/RV PROHIBITION-NEED/LOCATION.**

- Lloyd will be in contact with the county to find a place for the sign.
- Mike ask that Lloyd also requested that we get the background information for the petition that was filed. Lloyd will verify that the ordinance applies to our neighborhood.

#### **BUSH HOG STORM WATER MANAGEMENT AREA AND AREA ADJACENT TO TOT LOT FOR \$900.**

- Kathryn clarified that the storm water management is not maintained by the county
- We have no restrictions on what we cut. It is not a wet land.
- County expects it to be regularly maintained which they say would be 3 times a year.
- The health department does not regulate this.
  - ✓ Jennifer made a motion to let the Green Designer bush hog the storm water management area and the area adjacent to Tot Lot for a maximum of \$950.
  - ✓ Rebecca seconded
  - ✓ **All in favor**

**FLOWERS/SHRUBS FOR SIGNAL HILL ENTRY (COST ESTIMATE)**

- Kathryn will coordinate with the Green Designer to get an estimate on the removal/replacement of flowers and scrubs at the Signal Hill entry.

**REQUEST TRAFFIC SURVEY FOR SIGNAL HILL ENTRY**

- Kathryn will coordinate with the county to get the survey done. Beth will provide the board information about who to contact to conduct the survey.
- Community member stated that the survey normally stops at 5 pm and the survey really needs to go through rush hour.
- Jennifer recommended that we check to see how many accidents have happened at the Signal Hill entry.

**MISCELLANEOUS ITEMS**

- Printer for treasurer, Dennis donated a printer to Rebecca. Byron and Dennis discussed that the ink jet would be more cost effective.
- Lloyd stated that the board has accumulated a lot of paper and that he was going to look into finding a place that we could archive our files. Beth said she could give Lloyd the information that she had collected.
- Lloyd stated that we would move the September meeting because of OP's back to school night. We decided that Wednesday, September 12 at 7:30 pm.

Meeting adjourned 9:19 pm