

**PELHAMS CROSSING COMMUNITY ASSOCIATION INC.
BOARD OF DIRECTORS MEETING
MONDAY, MARCH 27, 2017
Landmarc Real Estate, Fredericksburg, Virginia**

MINUTES

CALL TO ORDER & INTRODUCTIONS / ROLL CALL - 7:20 Call to order. Mike Gillis, Brenda Steger, Chris Keyes, Mike Black - phone conference and Michelle Weisbrod present.

APPROVAL OF AGENDA - By acclimation.

RESIDENT FORUM - No residents present.

REVIEW OF MEETING MINUTES:

- October 4, 2016 - Motion made by Chris Keyes to edit October 4th minutes to change "Chris" to "Chris Weaver" regarding a motion to keep officer positions the same for 2017. Motion was seconded by Mike Gillis and approved by verbal vote.

OFFICERS REPORTS:

- President - None
- Vice President - None
- Secretary - None
- Treasurer - Michelle Weisbrod presented the February 28th financial reports for review. They were accepted as presented.

MANAGERS REPORT:

- Michelle Weisbrod presented the board with an Auditor's Questionnaire which she had completed. The board reviewed and approved her responses.

OLD BUSINESS:

- The Architectural Review Committee is still in need of more members. Currently the only member is Oscar Najera-Molina.

NEW BUSINESS:

- Tree Removal Proposal - A property on Napoleon St has expressed concern about a large oak tree that is on the common area behind their home and has been damaged by lightning some number of years ago. Tree Times out of Stafford has assessed the tree as a “low to medium risk” and provided an estimate of \$2120 to take down the tree and leave the debris on the common area property. The board agrees that the tree is dying and its condition will likely only deteriorate. Agreement is made to get 3 bids for the tree service and Mike Gillis will authorize the lowest cost bid.
- Storm Pond Maintenance - The board conducts an in depth discussion regarding the bid from Swamps LLC to perform maintenance on the Betsy St retention pond. Two other bids from Sitework Complete Inc. and Professional Grounds Inc. were presented. Those bids were both a far lower cost but did not include portions of the work included in the bid from Swamps LLC. Suggestion is made by Chris Keyes to ask Swamps LLC to rebid the job in light of the competing bids. The board expresses that there is value in retaining a consistent working relationship with Swamps LLC but cannot at this time justify the large disparity in cost. Michelle Weisbrod suggests asking Swamps LLC for a walkthrough of the jobsite to better understand the work included in their estimate. Chris Keyes agrees to make time for a walk through once it can be arranged. The topic is tabled for future discussion once more information is gathered.
- Radon Chimneys - Chris Keyes presents a photo of a property on Oconnor Ct that has a PVC “chimney” protruding from the foundation wall and rising up along the gutter downspout and terminating above the roof. There is some discussion about whether these fall under the chimney requirements of the HOA. It is agreed that as these are necessary safety improvements for homeowners and that those that have been constructed so far have been generally done so with an

acceptable appearance, there is no desire to impede or regulate their construction or appearance. Agreement is made to keep an eye on these in the future for reconsideration if necessary.

- Common violations of Declarations Article 4 - The board members conduct a brief discussion about common issues throughout the neighborhood such as garbage receptacles, trailers, commercial vehicles, shutters, mailboxes, pressure washing, siding damage, vinyl wrapped window failures, etc. This conversation is to provide Michelle Weisbrod with general guidance information while conducting neighborhood drive throughs in the upcoming spring and summer months.
- Community Yard Sale - Conversation is conducted to consider the boards desire to continue to pay for advertising for the communities designated yard sale days in the spring and fall. Agreement is made to survey the participation in the upcoming May 6th yard sale day and consider that information a future meeting to discuss advertising cost and benefit.

EXECUTIVE SESSION:

- Motion to enter executive session made by Mike Gillis. Seconded by Brenda Steger at 8:20.
- Case 1 - The board agrees to accept a payback plan as described in the agenda on pages 31 and 32.
- Motion to leave executive session made by Mike Gillis. Seconded by Brenda Steger at 8:28.

ADJOURNMENT:

- Motion to adjourn is made by Mike Gillis. Seconded by Chris Keyes.
- Meeting adjourned at 8:29. Meeting Minutes prepared by Chris Keyes.