



**Dawson Landing Homeowners Association, Inc.
a Virginia Corporation
Post Office Box 4401, Woodbridge, VA 22194**

Minutes of the meeting of February 12, 2013

Board Members Present

Vern McHargue (President)	Amy Chaffman (Landscape Coordinator)
Carl Rice (Vice President)	Lamarr Johnson
Carole Somerville (Treasurer)	Maureen Parlette
Mike Kuzara (ARB Chair)	

ARB Members Present

Mike Kuzara (ARB Chair)	Lamarr Johnson
Winne Miller	Carl Rice
Erick Graves	

1.0 Call to Order and Welcome

- 1.1 The President called the meeting to order at 7:35 PM and thanked everyone for a great job in 2012.
- 1.2 Officers for 2013 were then nominated and elected by the board as follows:
 - President – Vern McHargue
 - Vice President – Carl Rice
 - Treasurer – Carole Somerville

2.0 Approve minutes of prior meeting

- 2.1 Minutes of the meeting of November 28, 2012 were unanimously approved by voice vote.

3.0 Officer Reports

- 3.1 The President introduced ideas for 2013 goals which were discussed in new business. and two additional goals were added. The President also introduced home owner Maheta Tesfay, a potential new candidate for service on the board who may be willing to assist as HOA secretary.
- 3.2 The Vice President had nothing to report.
- 3.3 In addition to reporting on the HOA's current financial position, the Treasurer introduced and explained the 2013 budget which was unanimously approved by voice vote. Revenue budget \$49,730; expense budget \$57,439 (\$18,000 increase due to landscaping projects deferred from prior year). Total assets of \$201,600 minus total liabilities \$7,363 result in a net worth of \$194,237.

The Treasurer, after extensive research, also explained the insurance coverage provided by our existing policy and distributed a written summary of her findings. It provides good coverage for directors and officers and will help mitigate the cost of

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any liability or litigation-related costs. The general liability coverage of \$1 million per occurrence for instances related to common areas, lawsuits and liability while conducting HOA business. The president added that he had also spoken to our agent, Mark Goldberg, about the policy and learned it would provide ample coverage for any legal disputes regarding ARB violations too.

The Treasurer also provided written results of research on the retaining wall that runs behind homes on Marsh Overlook and Bald Eagle. The wall, constructed in 1999, is in sound condition and has an expected life of 25 years. The HOA should periodically monitor and plan on possible repairs in 2024 and beyond.

4.0 Architectural Review Board (ARB) Update

4.1 The ARB chair discussed the board's efforts so far this year, elaborating that there are 47 home owners who are in violation of one or more of the ARB standards. The ARB has approved one change/modification request and another is on hold pending further deliberation of the board.

5.0 Old Business

- 5.1 The president explained the recent deliberations between home owner David Comings and his attorney regarding his refusal to repair his mail box in compliance with ARB standards. Mr. Comings was given ample notice during the annual inspection process and told the violation panel at the January hearing that he had planned on repairing the mailbox. However, he subsequently engaged counsel to encourage the HOA to cease and desist. The HOA had to then engage counsel, (Alexandra Spaulding of Chadwick Washington) to reply to Mr. Comings' attorney Don Coulter and explain that the HOA followed proper procedure and were in their right to request repairs. Mr. Comings' attorney said that Mr. Comings just needed clarification on how his mailbox was to be repaired. The President, in conjunction with the ARB chair, prepared that document which was provided to Mr. Comings' attorney.
- 5.2 Landscape Coordinator, Amy Chaffman, discussed quotes she had obtained from other landscaping service providers (Brickman and Commonwealth). Our contract with Valley Crest has ended and we are now in a month-to-month arrangement. She will be assembling a side-by-side comparison of the services and fees proposed by each so the board can decide whether or not to engage in a new contractual agreement.
- 5.3 The President explained that the board resolution approving two new street lights – one along Rippon Blvd. between Marsh Overlook entrances and two possibly between 1594 and 1610 Heron Way and 15476 and 15492 Marsh Overlook – was sent to Frank Principi's office for possible inclusion in his annual street light fund. Other locations where street lights would be useful are on Spoonbill Court, the corner of Wood Duck Court and Wigeon Way and at the intersection of Decoy Court and Duckling Place.

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- 5.4 The president discussed the issue of VHI trash trucks entering the neighborhood on Wednesdays rather than the neighborhood-wide approved days of Monday and Thursday. Home owners on Duckling were complaining about the trucks servicing the neighborhood on the wrong day. He said he had difficulty getting straight answers from VHI because they serve as sub-contractor for Waste Management. After several phone calls and emails, he has identified the proper contact at Waste Management and is working toward a solution.

6.0 New Business

- 6.1 The board discussed 2013 goals (below). Two were added but there was not consensus on which goals should be pursued.
- Determine best landscaping company to implement and maintain improvements.
 - Resurrect our prior pursuit of lighting the entrance signs.
 - Annual events - gardening classes, second annual car show, others?
 - Emplace two street lights, if approved by the county.
 - Conclude the research into HOA owned parcels and understanding of our responsibilities.
 - Another round of recognition for best lawns, improvements, etc.
 - Increase use of online tools for neighborhood communication; begin a newsletter or quarterly homeowner letter.
 - Explore the issue of sole provider for trash services.
 - Implement solicitation policy.
 - Improve our web site.
 - Start a neighbor-helping-neighbor program (added by Mike Kuzara)
 - Do a neighborhood-wide garage sale day (added by Carole Somerville)
- 6.2 The president called for nomination of Mrs. Tesfay to replace board member Louis Vaughn. Motion was made, seconded and unanimously approved.
- 6.3 Several additional new business items were also discussed including the idea of starting a quarterly neighborhood newsletter, home owners' responsibility with pets, the condition of neighborhood entrance signs and the gardening class being hosted by Amy Chaffman in March. Maureen Parlette agreed to pen a brief article to remind home owners' about proper management of pets and leash laws, and offered to plan a "Meet the Pets" event. Carole Somerville agreed to coordinate the neighborhood garage sale, and the president agreed to draft the initial issue of the newsletter.

7.0 Meeting Adjourn

- 7.1 There being no further business, motion was made, seconded and unanimously approved to adjourn meeting at 8:45 PM.

Respectfully submitted, March 13, 2013
Vern McHargue, President