



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

Meeting minutes for

July 13, 2017

Board Members Present

Lamarr Johnson (President)	Darryl King (Secretary)
Vern McHargue (Vice President)	Maureen Parlette (Member)
Bud Parlette (Architectural Review Board Chair)	
Germaine Roseboro (Treasurer)	Michael Newman (home owner)

Architectural Review Board (ARB) Members Present

Bud Parlette	Lamarr Johnson
Eric Graves	

1. Call to Order and Welcome

The President called the meeting to order shortly after 7:15 PM.

2. Homeowners Forum

1. Home owner attended the meeting to inform HOA board, two commercial vehicles are parked in front of his property. They would like HOA to send person a notice and on violation concerning the two commercial vehicles. HOA informed homeowner to send complaint to Prince William County (PWC) and once PWC responds with letter the HOA can present to Dawson Landing attorney for action.
2. Lawn neglected on curb area in community that is not part of the common area. Identify homeowner whose property is not compliant for MJF to look into issue.
3. Home owner– concern about 15318 which is believed to be rented by dual families. Home owner called county prior to family upstairs moving into home, waiting for county feedback.
4. VDOT now owns the streets in the Dawson landing community, take pictures of vehicles that are in violation that come through community (trucks) and send to county.
5. The gulley was not mowed around one of the homeowner neighbor's house, HOA recommend get pictures and send to HOA president.
6. The maintenance road work will be done around entire neighborhood.
7. The Daycare Resolution was signed by the President and homeowner.

3. Officer Reports

- a. President –nothing to report.
- b. Vice President – nothing to report
- c. Secretary – website updates need to be made while meeting minutes will not be posted until approved by HOA.
 - Announcements can be posted on notification. Announcements are posted once HOA approved date time
 - Meeting minutes can be posted a week after submission and approval from the board.
 - HOA can collaborate with MJF on meeting location and room for website update without board approval.

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- Need more accessibility to website from MJF to post pictures and updates.
 - Dawson Landing has a Facebook page, need a web administrator to help with advertising on page, which could pay for the website.
 - May 2017 meeting minutes need to be approved for posting to be scrubbed. Forward to Board for approval and put in next month minutes. If unanimous log into next draft meeting minutes. The same room and location for Sept meeting
- d. Treasurer– notified HOA Board of \$3000 in debt on budget report. A late payment by homeowner for \$1.38 is on account. Homeowner has to pay to remove it from their bill. HOA or MJF has to write letter to adjust bill, Homeowner has to pay entire bill no excuses.

4. Architectural Review Board Report

The ARB Chair reported on the following topics:

- a. Annual inspections was conducted June 30. 140 violations were written involving 79 home which is much better than last year.

5. Landscape Coordinator Report

Absent, but the Landscape Coordinator reported the following via email dated April 11, 2016:

- a. Reserve study – if we are increasing dues need to come up with calculation. Checking account money cant be reserve. Formally we do not have a reserve; we should not have to increase dues. Reallocate funding in checking account to savings. Current year funding is paying current year expenses. Board member mentioned consult with a financial advisor on recommendation where the funding should be invested. Take money out of checking and put into a reserve. Germaine will review; we are taking a risk by taking money out. MJF says we need 30K in operating cost.
- b. Attorney mentioned we make a resolution then show to homeowners for changes in bi-laws. Topic concerning Homeowners who leave trashout and put out early than required.
- c. Fence on Rippon remains damage across from Service authority
- d. Request reversal of fines by homeowner, Germaine sent copy to everyone of bill \$3400K no payments made. Homeowner filed chapter 13 new balance is \$500. If homeowner does not pay, MFR recommend forgive 1800 of violations due to they have been corrected. HOA recommends homeowner pay dues like everyone else. Need history of homeowner payment and more details to see if effort to pay was made.
- e. Air B&B violation in neighborhood, any renter has to assign lease for 6 months or more. No renting out house for a week or weekend. Property is on the water located on wigeon way. This is a violation since it was advertise on website Air B&B.

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6. Old Business

- a. Tax return back from accountant and HOA does not owe money.
- b. Homeowner requested information concerning HOA be provided to her attorney. HOA members explained that home owner's attorney should communicate with the HOA attorney. Homeowner did not like answer to questions from HOA and wanted more information, which is how legal got involved. MJF will provide names and phone numbers only to homeowner requesting their information.

7. New Business

- c. Raised the issue of homeowner possible violations involving yard clippings on the curb consecutive days before pickup. Also discussion how to address repeated offenders with legal.
- d. Yard sale will be skipped this year. One homeowner wanted to operate yard sale, however asked for email addresses of homeowners, HOA is not allowed to give out this information. Informed homeowner to give us the information and we can post. There is a lot of planning (three months in advance) to advertise a yard sale. Trash removal from yard sale cost between \$1300 - \$1400 per event. Donation trucks need to be schedule and identify items for donation. Next spring is the recommended schedule for yard sale, someone need s to take ownership and start planning now. (Maureen and Vern)
- e. President should be responsible for summer\ fall cookout. Lamarr will identify some available dates and venues. Early September\October would be a preferable date. Need to organize a team to look at location for party.

8. Adjourn

There being no further business, motion was made, seconded and unanimously approved to adjourn the meeting at 8:33pm.