

Date of Meeting: July 14, 2020

Location: Held Virtually via ZOOM

1. Call to Order. The president called the meeting to order at 7:25 pm once a quorum was established.
2. Quorum: A quorum was present with the following directors in attendance: Dir Parlette, Dir Phan and Dir King. The following director(s) were absent: Dir McCann, and Dir Patterson. Two homeowners were present.
3. Approval of the Minutes. Minutes sent out for review on June 21 in a single email for March, May, the June biannual, and placeholder for April stating why the meeting for that month was cancelled. A motion was made to approve the minutes, all of which were unanimously approved.
4. Open Forum. The floor was opened for homeowner participation. There were no comments.
5. Old Business.
  - a. Financial.
    - i. All records are up to date and the budget balances as expected.
    - ii. Insurance policies were combined into a single policy at the request of the agent. The updated policy was provided for the period of performance 08/24/19 to 08/24/20. Renewal is required in August.
  - b. ARB.
    - i. Two change requests were approved: a patio and a screened deck.
    - ii. A request was made for a one year extension for an improperly parked vehicle violation on the property. The homeowner provided circumstances prohibiting an immediate pursuit to extend the driveway. The BOD provided remedies to resolve the violations. A motion was taken to deny the extension. The motion was seconded and unanimously approved. The ARB Chairman will work with the homeowner to provide remediation options to include submitting a change request for review of temporary measures taken, and parking on street or driveway.
    - iii. Dir Phan to obtain a list of annual inspection violations for review by the BOD: a homeowner has disputed a violation.
    - iv. Rubber Mulch. Based on input by a homeowner contemplating the use of rubber mulch, there was discussion on including a mulch section in the Criteria and Standards. The wording would be such that informal research found that chemicals from rubber mulch leached into soil and attracted roaches. Although not a scientific study, the information would be useful for individuals considering this product.
  - c. Grounds.
    - i. Dying trees on Rippon. Dir King worked with the county to identify ownership of dying trees on Rippon. Use of the PWC Mapper tool indicated that many of the trees are on homeowner property. Dir King will execute a 3 phased approach to addressing the trees: 1) draft a letter to involved homeowners that their trees need to be addressed; 2) obtain a

quote for common area properties, and separate costs for affected homeowners if they choose to participate in a “group” tree service; 3) provide information to the management company with a target window for addressing the trees.

- ii. Tree down on Teal Way common area. A tree from an adjoining property crushed the fence around the water shed at the back of the property. Dir King to determine who owns the property and fence, and how to best to remove the tree and make repairs. What are our options for coverage: the property owner; the county, HOA insurance, the HOA.
  - iii. Grounds Contract Request for Bids. Dir King to set up a committee via ZOOM to flesh out a request for bids and BOD review at the August BOD meeting. Vendor bids must be received and reviewed for a decision prior to October 31 or the existing contract will roll over without inclusion of watershed properties maintenance.
- d. Events. No report.
- e. Communications. Access was regained for the Dawson Landing Facebook site.
6. New Business.
- a. Fee Reversal Request. A request was made for a fee reversal based on a violation from last year. There is also an outstanding balance from 2018. Violation letters were not responded to nor was the hearing attended. After discussion of the packet, a motion was made to deny reversal. The motion was seconded and unanimously upheld.
  - b. Calendar review for upcoming events and milestones.
    - i. Grounds Contract decision deadline October 31.
    - ii. Bi-annual in November.
      - 1. Virtual Meetings. With the uncertainty regarding the pandemic, and authority granted by emergency legislation to hold 100% virtual board meetings, a motion was made and seconded to continue a monthly virtual meeting subscription until the legislation is rescinded. The motion was seconded and unanimously approved. Cost of the current ZOOM subscription is \$15.74 per month.
      - 2. Elections. There was discussion on needing to fill board seats due to term expirations in the fall. Seat vacancies was announced in the biannual, and will be in the minutes. Potential candidates should attend BOD meetings now, become acquainted with the work to be performed, and lead an event or committee.
    - iii. Multiple homeowners queried when to expect assessment invoices. Need to add to the BOD calendar and send out a heads-up via Nextdoor/email.
  - c. Proposed changes to ARB Criteria and Standards. Multiple sections would benefit from clarification. The following were changes discussed.
    - i. C&S section 12.19: Fences. A motion was made to change paragraph three...

**From:** Approved fencing *can be constructed of different types of materials*, to include pressure treated natural wood, simulated wood, and black anodized aluminum.

**To:** Approved fencing *must be* constructed of pressure treated natural wood or simulated wood materials in natural or wood stains. Black anodized aluminum is also a consideration.

Historically.

- The original **1995** ARB C&S stated, "*Approved fencing must be constructed of pressure treated natural wood or wood tone stains...*".
- The **2002** ARB C&S stated, "*Approved fencing must be constructed of pressure treated natural wood or simulated wood materials*".
- The **2010** ARB C&S introduced, "...can be constructed of different types of materials, to include pressure treated natural wood, simulated wood, *and black anodized aluminum.*" Up until this time the focus was on wood or a wood look and feel. The inclusion of black anodized aluminum introduced a poor choice of wording which suggested choices beyond just the addition of aluminum.

The motion was seconded and unanimously approved.

- ii. C&S section 12.23: In-Home Business. A motion was made to replace paragraph two...

**From:** In-home business may further be defined in that if "customers" come to the residents' home for the product or service, this is considered to be an "in-home business" and is strictly prohibited to maintain the residential environment and limit the traffic created by in-home businesses.

**To:** Residential businesses are not prohibited by Dawson Landing Declarations. The Declaration reference pertains to non-residential businesses. (*see Declaration, Article VI, Section 2*).

The motion was seconded and unanimously approved.

- iii. C&S section 12.28: Recreation and Play Equipment. A motion was made to change paragraph one...

**From:** "...must be maintained *to* the rear of the house."

**To:** "...must be maintained *in* the rear of the house."

And change paragraph two:

**From:** "...*toward* the rear of the house...".

**To:** "...*in* the rear of the house...".

The motion was seconded and unanimously approved.

- iv. C&S section 12.32: Signs -Real Estate Sales/Rent Sign. A motion was made to change the section...

**From:** See Declaration of Covenants, Conditions, and Restrictions Article VI, Section 3.

**To:** One sign of not more than eighteen inches (18") by twenty-four inches (24"), advertising the Property for sale or rent is permitted (Declaration of Covenants, Conditions, and Restrictions Article VI, Section 3).

The motion was seconded and unanimously approved.

- v. C&S section 12.40: Vehicles. A motion was made to change the section...

**From:** See Declaration of Covenants, Conditions, and Restrictions, Article VI, Section 6.

**To:** No commercial, industrial or recreational vehicle (including boats) shall be parked on the Property without the written consent of the Board of Directors (see Declaration, Article VI, Section 6).

The motion was seconded and unanimously approved.

d. Administrative.

- i. Welcome Wagon/Committee. Maureen Parlette is reaching out to individuals who have expressed interest. A disclosure package provided to new residents was requested to see what is provided to perhaps supplement with local amenities. A request for new homeowners was requested for the committee to reach out and welcome. A budget will be provided to determine best funding: fundraisers, donations, etc. Dir Phan to obtain the packet and listing from the management company.

ii. Liens:

1. Signed release of 1 lien, paid in full.
2. Signed documentation to place new liens on 2 homes due to delinquent payments.

- e. HOA communications brief. An update was provided of all communications which took place on the dawsonlandingbod@gmail.com account and community notifications.

- 7. Meeting Adjourned. There being no further business to come before the board, a motion was made to adjourn, seconded, and the meeting adjourned at 9:07 pm.

R.Parlette  
President  
Dawson Landing HOA