

Date of Meeting: August 11, 2020

Location: Held Virtually via ZOOM

1. Call to Order. The president called the meeting to order at 7:00 pm.
2. Quorum: A quorum was present. The following directors attended: Dir Parlette, Dir Phan, Dir McCann, and Dir King. The following director(s) were absent: Dir Patterson.
3. Approval of the Minutes. A motion was made to approve the July minutes, was seconded, and unanimously approved.
4. Open Forum. The floor was opened for homeowner participation. There were no comments.
5. Old Business.
 - a. Financial.
 - i. Income is ahead of expenses, as expected, due to not yet being billed for the increase in recycling, and water shed maintenance not yet on contract.
 - ii. Insurance policies reflect all requirements as recommended by the HOA attorney. The policy will expire later in the month. A motion was made and seconded to approve a policy renewal if no greater than 3% more than the existing policy. Dir McCann inquire and execute or provide new cost to the BOD for a decision.
 - b. ARB.
 - i. One change request was approved for a screened deck. A request for a shed is pending additional information. An above ground pool request was denied.
 - c. Grounds.
 - i. Dying trees on Rippon. Pending identification of HOA trees and quotes. BOD members to meet on Friday 8/21 @ 6pm to review properties. As follow-up to the Jul meeting: 1) the letter to notify involved homeowners has been drafted; 2) need to obtain a quote for common area properties, and separate costs for affected homeowners if they choose to participate in a "group" tree service; 3) and need to provide information to the management company with a target window for addressing the trees.
 - ii. Tree down on 1590 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 meet with PWC on 8/12 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 will host a committee meeting on ZOOM Friday 8/7 @ 6 pm to flesh out a request for bids for BOD review. 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. Welcome Wagon. The BOD provided the Dawson Landing disclosure packet and new homeowner information to the welcome committee for their input. A BOD review of the

package shows outdated materials. Directors to provide suggestions for an update to the package. It was noted the reserve study needs to be refreshed, a welcome letter from the BOD would be an option, and need to check with the management company if it's customary to include all the BOD and biannual minutes.

6. New Business.

- a. Homeowner requested waiving late fee on their assessment due to lost income based on impact of the pandemic. The homeowner stated they could get the assessment paid in the next 30 days. A motion was made to waive the late fee if the bill was paid in 30 days, was seconded, and passed unanimously.
- b. Annual inspection results. A homeowner challenged a violation based on placement of his trash tote. The home is on a corner lot. The tote is behind a bush and not visible from the front of the house. A photo reveals that although the tote can still be seen from the side, attempts have been made to obscure view. A motion was made to declare the actions taken by the homeowner to obscure view of the tote meet the intent of guidance, was seconded, and unanimously passed.
- c. Homeowners lodged complaints of reckless driving on Wigeon and Wood Duck. A motion was made to request a study for traffic calming measures in Dawson Landing, was seconded, and unanimously approved. A prerequisite for the study is documented police reports. A notice will be sent out to the community to report reckless driving in order to achieve the requirements to obtain a study.
- e. BOD elections will be held at the November biannual HOA. A motion was made to contact the attorney for guidance on holding a virtual election. The motion was seconded and unanimously approved.
- f. Homeowner is moving and asked if ok to have a storage container in the driveway for 10 days. This request has been authorized by the BOD for a previous request. The authorization remains in effect for all homeowners.
- g. A director shared the COVID-19 alert system, COVIDWise, is available for your mobile phone which indicates when nearing participating individuals who have tested positive for the virus.

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 9:00 pm.

R.Parlette
President
Dawson Landing HOA