

**Dawson Landing Homeowners Association  
Board of Directors Meeting Minutes**

**Date of Meeting:** July 12, 2022

**Location of Meeting:** Virtual via Zoom

1. **Call To Order.** Dir. Parlette, the president called the meeting to order at 7:00 p.m.
2. **Quorum.** A quorum was present with the following directors in attendance: Parlette, McNeil, McCann, Phan, Collins
3. **Approval of Minutes:** The June meeting minutes will be circulated to the BoD members for review later this week and then posted to the DL website.
4. **Open Forum:** No homeowners present.
5. **Old Business.**
  - a. **Financial.**
    - i. Nothing to report for the first six months, everything is on track. We are where we should be financially for mid-year.
      1. A BOD member shared that people complain they do not know how much they owe in HOA fees and end up with a running balance. There was discussion if the BoD should start sending monthly statements to homeowners with outstanding HOA bills
      2. The BoD will meet with MJF to determine what the processing costs will be per billing and share his findings at the next meeting. Based upon his findings the BoD will decide.
  - b. **ARB.**
    - i. **Solar Panels**
      1. Currently, there are 2 pending requests for solar panels (Teal Way and Whistling Swan Way); ARB has reached out to the Maryland, DC, and Virginia Solar Energy Industries Association (MDV-SEIA) for verification of documentation prepared by an independent solar design specialist, who is NABCEP certified, and still waiting for a response.
      2. 1 request for solar panel in Marsh Overlook was denied because homeowner failed to provide a statement prepared by an independent solar design specialist, who is NABCEP certified.
      3. A motion was made, seconded, and passed to ask for a legal opinion regarding certifications based on the Virginia code and determine a way forward.
    - ii. **Fences.** ARB denied 1 request for fencing (Spoonbill) for 2 reasons: (1) the design was not compatible with the existing fences in the community; (2) the proposed design has the appearance of a solid fence, and our guidelines do not allow for solid fencing.
    - iii. **Basement Rentals and Homebase Business.**

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ARB received report of a home on Heron Way is engaging in renting out their basement and conducting a used car selling business from the resident.

A motion was made, seconded, and passed to reach out to MJF to send a cease-and-desist letter to homeowner to cease basement rental and homebased business.

- iv. In June 2022, MJF started 173 new violations. Currently there are 195 open violations in the DL Community.

**c. Grounds.**

- i. Dir. McNeil would like to get new estimates for grounds cleanup.
- ii. A motion was made, seconded, and passed to appoint homeowner Mr. Mark McNeil to the BOD as Director of Grounds filling that vacated seat. The seat will be up for election at the November biannual meeting of the HOA.

- d. Events.** The DL Community June Yard Sale was a success. Some homeowners have requested that we have another yard sale in the fall. The BoD will pursue homeowner volunteers to host the next DL Community Yard Sale. It is recommended that we not go past noon when scheduling future yard sale.

**6. New Business.**

- a. Legal.** A motion was made, seconded, and passed for the DL Pres. to reach out for assistance from the attorneys to help with the acquisition of the web site credentials and email passcodes if necessary.
  - b. Webinars.** Review requirements to evaluate retaining walls and fences in the DL Community for safety issues.
  - c. Open Forum.** A motion was made, seconded, and passed to move member comment period to the end of the DOL BoD meetings following guidance provided by the attorney as an example of "Order of Business."
  - d. Bi-Annual.** Next Bi-Annual meeting is November 8<sup>th</sup>. A motion was made, seconded, and passed to have the next Bi-Annual Meeting at a facility.
  - e. Board Vacancies.** There are several seats that are vacant or will become vacant this year.
  - f. Homeowner Requesting Property Line Assessment.** This is not a task of the BoD. Homeowners should check with Prince William County.
  - g. Dumping of Pool Water.** It is illegal to dump chlorinated water. Guidance can be obtained from the County.
7. The Meeting adjourned at 8:30 p.m. The next meeting is scheduled for Tuesday, August 9, 2022, at 7:00 p.m.

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*Thank-you for all you do to make Dawson Landing a great place to live.*

Respectfully Submitted by:  
Marilyn Collins

