

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

Date of Meeting: April 12, 2022

Location of Meeting: Virtually via ZOOM

1. Call To Order. Director 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, Phan, Collins, and Rogers. The following director(s) was/were absent: Melendez and McCann. A high mark of twenty-five homeowners were also noted present at one time.
3. Approval of Minutes. A motion was made to approve the minutes of the March 8, 2022 Board meeting; the motion was seconded and unanimously approved as submitted.
4. Open Forum. One homeowner expressed dissatisfaction of how his request for change was handled.
5. Old Business.
  - a. ARB.
    - Receiving multiple solar panel requests. A motion was made to update the ARB Criteria and Standards to reflect in Virginia law, but the board agreed to first review proposed change and law prior to a vote.
    - No new violations, 2 were closed, leaving 55 open.
    - There is report of a used car sales business in the neighborhood. Monitoring.
  - b. Legal. Based on the decision of the board to pursue legal action on the home business, our attorney sent letters to the business and homeowner to cease and desist. The homeowner complied removing advertising of the address, and providing a copy of the voided business permit.
  - c. Grounds.
    - Out of approximately 45 requests for bid, only 1 was received from our current grounds contractor, Professional Grounds. The BOD discussed a minimum of 3 bids. The list of the 45 contractors was requested. The response was that no such list currently exists and would require a lot of effort to produce digging through emails.
    - A motion was made, seconded, and passed to allow Professional Grounds to remove 24 dead trees for \$3,350. The motion carried unanimously. A request was made to provide the BOD with a list identifying the 24 trees.
    - A suggestion was made to also allow \$1,500 for storm damage cleanup. An itemized listing was requested with 3 quotes.
    - Storm pond maintenance. The grounds contractor is requesting funds for watershed cleanup. Pictures and description of work to be performed was requested to determine why this would be outside of scope of the current contract.
  - d. Events. A motion was made, seconded, and carried unanimously to hold the Yard Sale on June 11.

## 8. New Business.

a. Biannual. The BOD agreed to hold the biannual as a virtual event. There will be reports from financial, ARB, Grounds, a plug for the yard sale, and one from the president. A suggestion was made to have VDOT and PWC speak.

b. Legal.

- 10 new liens totaling \$7,112.40.

- A motion was made to discuss possible negotiations to recoup a percentage of amounts owed. Clarification was made this was a discussion only. The motion was seconded and passed unanimously. We will discuss with the attorney as to whether this is a service to the community or not.

c. Communications. Reports were made on discussions with homeowners via the BOD account, web, nextdoor, and one-on-one conversation.

- Director McNeil briefed her conversation with Patriot regarding trash pickup beginning 3:50 am. PWC to be notified.

d. Report of the state of fences and mailboxes in disrepair and request that the management company observe during the annual inspection spurred discussion the "standard mailbox". Homeowners were asked to review the Criteria and Standards as mailbox standards have been addressed several times over the past few years.

e. Action on homeowner complaint from open forum. A motion was made and seconded to reach out to council to discuss the allegations and independent investigation. Passed 4 to 1, director Rogers abstaining.

9. Meeting Adjourned: A motion was made to adjourn the meeting, was seconded, and unanimously approved. Meeting adjourned at 9:40 p.m. The next meeting will be the Biannual HOA scheduled for May 10, 2022, at 7:00 p.m.

R. Parlette  
President  
Dawson Landing Homeowners Association