



Combined PRF Board Meeting and Architectural Review Meeting September 16, 2018 at 3:00pm

Those present were: Pres. Bobby
VP Regis
Treasurer Debra
Secretary Nancy
Director Paul
Guest April
Guest Marion

Minutes Last Meeting Nancy: Approved as previously reported

Treasurer Report Debra

1. As of 9/1 there is \$10,819.60 in the boat slip account and \$43,044.52 in the HOA account.
2. Per our discussions regarding site maintenance account: it became too complicated to try to establish accounts within the checking and difficult to reconcile each account monthly, so Debra opened a money market savings account. She deposited 10% of boat slips (\$450) and 10% of HOA (\$2240) for this year Bobby added signature to the new accounts (President required, in addition to Treasurer) per new banking rules.
3. Weddington (Lot 10) and Wilkerson (Lot 48) HOA dues still outstanding

Actions:

1. Debra contacted Scott Watson at Lakeside Painting to get us on his October calendar to re-stain the boat slips.
2. Water hook-up completed for the boat slips. The board decided that we will not purchase a lock for the water standpipe at this time.
3. Wilkerson lien: We need to get new attorney to process lien. Matthews has retired. Bobby will update numbers on delinquent lot owners for attorney to use for filing lien. Notification letters will need to go out to property owners updating their delinquent status. The new attorney will send the lien letters and Nancy will send notification letters upon receiving Bobby's number calculations for each delinquent resident.

Architecture Review - Regis

Architecture Review Committee members present: Regis, April, Bobby, Paul, Regis provided an overview of our Covenants explaining they are hard to change (heavy vote by all owners) vs. the Architectural Guidelines (Board Decision). We reviewed several provisions he outlined that either could be a) modified, b) deleted, or c) enforced as stated. The language could be enhanced to add clarifications or omissions. Board decides if one warning, or more stringent measures need to be taken. In reviewing the Covenants, the Board made, voted upon, and approved several Motions. Regis will rework wording on the following items that Board agreed to change:

Trailers on owners's lots: Removal to be enforced as per guidelines. Letter to offenders with deadline for compliance. Rulifson moved and Hendrix seconded that: "All Lot Owners will be notified that they have until 1 November 2018 to remove any trailers from their Lot, per Section 10.22 of the Covenants., and that if any Lot Owner keeps a trailer on their Lot thereafter a fine of \$5 per day per trailer will be assessed until such time as the Board is notified the trailer has been moved."

Leash Law: Owners will be asked to comply by refraining from allowing pets to roam freely. There was discussion that owners enjoy walking their dogs in the neighborhood and should always keep dogs under control. Owners will not be fined or notified unless a complaint is brought to Board member. Rulifson moved and Hendrix seconded that: "The Board will communicate with Lot Owners of their responsibility to keep dogs on leash, per Section 10.10 of the Covenants and, if a Board member fields a specific complaint about dogs off leash, the Lot Owner in violation may be notified by the Board."

Mail Boxes: After Paul explained the new Community Mailbox rules for all Virginia subdivisions, the Board elected to have all VA mailboxes removed and work with postal service to install Community Mailbox configuration in the Trailer Parking area. **Paul and April** will take the lead on this and have it installed. Rulifson moved and Hendrix seconded that: "Hendrix's are authorized by the Board to work with the Boydton US Post Office to install a CBU Mailbox within our neighborhood and are further authorized to spend up to \$1500 for the mailbox and approximately \$500 for installation."

Boat Houses: Language will be removed to address inconsistencies since many boathouses are not compliant with the written guidelines and there is not a need to continue monitoring these items 1. Eaves around Boathouses (3 feet) 2. Boathouse roof material (asphalt shingles)

Driveways: Gravel ok, but must be clear of weeds), Culverts (grass or stone) Hendrix moved and Glass seconded that: "The Board will, from this date forward, keep the trailer lot clear of weeds and grass."

Lot clearings in front and back (strict enforcement)

Outlot Buildings: (needs explicit approval meeting setback requirements and size), and colors (Boathouse color needs to match the house color). The Guidelines need to be tightened to speak clearly as to what is allowed and/or is grandfathered and not allowed going forward.

House Square Footage Specifications: We will strictly adhere to the minimum specifications of 1800 square feet of heated living area above ground. This does not include basement areas.

Owner Deposit: We will begin requiring the \$1500 deposit from a owner when they begin construction. The deposit will cover any damage to the street or common area occurred during the building process. This will be returned to owner after construction is completed.

Landscape Committee Report:

- Landscaping of front entrance. Nancy explained that Keith King has finished removing the shrubs, stumps, dead trees, and debris from entrance area along Peete Farm Road. Cost \$4600. He will provide us additional pricing for grading of the ditch areas that are bare and reseeding using burlap mat that contains the seeds and compost mixture with fertilizer. Keith oversaw this project and also sprayed weed killer around common areas. **Drew** will follow up with Keith King and make sure he completes this job in October as promised. The landscape committee will discuss and get bids for planting to take place before March.
- There was discussion about what to do with the structures on lot 18A that are now visible from the road. It was suggested that Keith King could quote prices for clearing the structures on Lot 18-A (Owners: Eric and Lisa Lang). Others suggested we leave the tobacco barn and landscape to de-emphasize its appearance. Also noted the wood inside the barn is valuable as reclaimed wood. Bobby will reach out to the owners and ask if they want to participate in their septic lot clean up - possibly they would down the barn and claim the wood?
- Septic field discussion. The Covenants specify that the POA will take care of mowing the septic lots once the septic work is completed and the lot is leveled and seeded. When homeowners with septic fields along the visible main roadway install a septic field, they must return the land to mowing condition. The POA may reseed the large visible field area along the road and perhaps top dress the field occasionally, as committee and / or board feels necessary. The field is a large percentage weed and crab grass and will never look "golf course green". At this time we do not have the funds to hire a turf management / mowing company for an area this large. *

Old Business:

Bobby attended Presidents' networking event with Doug Sobey (President of Marymount POA) held at the Tanglewood Club House. Nice discussions on police protection, security (neighborhood watch groups), and rentals (perplexing to most POAs because of additional

noise, people, pets, and interruptions). Takeaway: use of Tanglewood Club House for \$75 per event.

New Business

Call for Nomination of new officers.... Proposed New Officers:

- President: Regis
- VP Paul?, Drew? Drew has longer history of participation and will be first consideration. VP is the Chair for Arch Committee and will continue onto President position after 2 years.
- Treasurer: Debra as long as she is a resident of PRF. Look for replacement when she moves.
- Secretary: Nancy - remain continuous or if someone volunteers at which time she will move to a Director position.
- Director #1: Drew or Paul
- Director # 2 Bobby or another volunteer
- Arch Committee: Regis, Paul, April, Drew, Bobby
- Landscape Committee: Nancy, April Hendrix, Kathy Reynolds, Cameron Russell, Drew

Bobby will reach out to others to solicit their willingness to participate on the Board in some capacity. Objective is to have as many owners participating as possible. New positions will take place at the April community meeting. Nancy suggested the Secretary and Treasurer could rotate in and out of their positions to provide temporary relief.

Directors and / or Committee potentials: Mike Sullivan, Kathy Reynolds, Greg Reynolds, Brian Conley, Eric Smith, Andi Smith, John Metrovic, Suz Metrovic.

April volunteered to be a Director, but she is on both the Landscape and Arch Committee and we may need to keep the director position open so we have representation from different households. Board needs to discuss protocol of multiple members from one household holding voting positions.

Next Meeting date: December 2, 2018

Adjournment at 5:30pm

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Rulifson brought up Section 7.4 of the Covenants for discussion, which deal with the Association's responsibility for certain Designated A Lots. In the course of the discussion, he requested consideration by the Board for seeding and maintaining Lot 44A. There was discussion of whether Lot 44A should be covered by Section 7.4. There was also discussion of whether seeding is considered to be "planting of landscaping," per Section 7.4. No decisions were made. Further discussion was warranted and Rulifson agreed to draft language for review as part of the Arch Guidelines rewrite.

