

**BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Aug 18, 2022 6:00pm**

Welcome & Call to Order, Roll Call & Quorum – President called meeting to order at 6:08pm. Present were Karen Moyer (President), Susan Lipp (Treasurer/Secretary), and Tony Russo (Member at large). Linda Van Eckoute (Vice President) and Ron Buchanan (Member at Large) were absent. Quorum was met.

Also present were committee chairs: Earl Bishop - Covenants Committee (acting), Lee Kemmett - ARC Committee, and Christopher Brooks - Communications Committee (new). LeeAnn King, Property Manager from ACS West was also present.

Approval of Agenda & Adjournment Time: Karen motions for adjournment time to be 7:30pm. Motion carries 3-0.

Approval of prior meeting Minutes: Susan motions for approval of prior meeting minutes of May 2022. All in favor, motion carries 3-0.

Reports

- President: none.
- Treasurer: 2022 operating expenses remain under spent to date, primarily due to low use of tree removal as to date the storm season has been calm. All financials are presented and covered monthly in the electronic News Bulletin issued on the first of each month. A reserve study is required in 2023 per VA law that requires a reserve study for all HOA's every 5 years.
- Covenants Committee:
 - 2022 Annual inspection was completed in May/June. 70 violation letters were sent out, and 15 second notices for same for yet uncorrected violations. 5 violations currently remain unaddressed as of this meeting date. Leniency was given to mailbox paint fading, following some issues with paint quality noted.
 - Per Chesterfield County Registrar office, political signs may be posted up 45 days prior to the Nov 2 election day, which for Fall 2022 will be Sept 25. Any early voting dates do not qualify to allow political signs to be up earlier than that date.
- ARC Committee: Many projects are now being completed throughout the community without a submitted ARC form for approval. We ask that one be submitted, including any roof projects.
- Grounds Committee:
 - VDOT replaced some fencing before work was completed. This resulted in some new panels of the fencing being damaged by work vehicles. They have

promised to replace any broken or damaged panels prior to project completion.

- Winterpock entrance lighting and sprinkler repairs are expected to be completed by our contractors by end of August following VDOT conclusion of work around our Birkdale sign.
 - Exiting on Winterpock will be complicated in next few months as VDOT enters new phase of construction. We ask patience from our members as we do our best to work with VDOT.
 - 35 – 40 bushes need replacing in Sept (dead). Because these were installed by Nature's Way, they are under warranty and will required no HOA funds.
 - We have a strong, responsive group of contractors supporting our HOA, despite recent lack of manpower affecting so many neighborhood contractors. Maintaining these relationships is critical going forward.
 - It is noted poison ivy has been growing quite heavily in our wooded areas this year, so caution should be taken when walking in wooded common areas.
- Social Committee
 - Fall yard sale is scheduled for Oct 1 from 8am – 12noon. No Goodwill truck will be available. There is no planned rain date.
 - Fall Festival is scheduled on Oct 16, 3-5pm at the property at the corner of Old Bond St. and Royal Birkdale Dr. owned by the HOA. We will be taking into consideration mitigation of traffic flow, porta potty need, and complying with any restrictions dictated in the expected Dominion Energy permit (not yet received).

Old Business

- Adhoc Lake Committee
 - All funds will be strictly donations, no funds to come from HOA assessments or reserves. The campaign has raised to date \$3,570.
 - Grass eating carp were purchased and input into the lake in the late Spring. The carp are sterilized, so no overpopulation shall occur. Mike Hatch, golf course owner, obtained the required fish release permit from local authorities. If needed we will apply chemical treatment in the late Fall.
- The HOA landscape 3 year maintenance contract with Natures Way expires at year end 2022. Natures Way has submitted for our consideration a 3 year extension with 3% increases in 2023 & 2024 and 0% increase in 2025. Motion to accept the 3 year extension was made. Motion carried 3-0.
- Several Members of the community have asked for more benches to be installed, particularly near Old Bond St. area of the neighborhood. Motion made to purchase and have installed 3 new benches at \$1,700 each. Motion carried 3-0.
- Pocket Parks/playground proposal. Following extensive study and proposal by Sterling Hundley and his family, a survey was sent out to the majority of the neighborhood for preliminary feedback on the desirability to install pocket

parks/playgrounds in Birkdale. The proposal suggested 2 pocket parks and a common gathering area.

- Survey results were as follows to date were 263 responses with Yes 165, No 98, a few undecided. The overall preference however was to have a single, central location rather than pocket parks throughout the community.
- A motion was made to deny all proposed pocket park locations, which carried 3-0. This was due to:
 - All cul-de-sac islands in Avalon are owned by VDOT, our HOA only maintains the landscaping per prior agreement.
 - Written petitions of many members in the Avalon section which do not want a pocket park near their home.
 - The site suggested near Ashdale Way would require significant tree removal which is not acceptable.
 - The site near Old Bond St. was determined to be partially on golf course property.
- A motion was made to conduct a Feasibility study for a possible single gathering spot location on the property at the corner of Old Bond St. and Royal Birkdale Dr. under the direct guidance of the HOA. Motion carried 3 -0.
 - The Feasibility Study will include:
 - Site survey to confirm property lines (est <\$1500). Motion made and carried 3-0 for this first step.

New Business

- Annual Member meeting is coming up on Oct 6, 2022. We have received several applications for open Board positions which are 2 for 2 year terms and 1 for a 1 year term replacing early resignation of our Vice President, Ms. Linda Van Eckoute. Ballots for voting will be sent out by ACS West.

Member Voice

- Newsletter message was received asking about maintenance of Rental properties. It was investigated by the Covenants Committee and rental properties are being well maintained at this time.
- Discussion occurred relating to objections of the Fall Festival being held on HOA property that borders one, single house with concerns of noise, litter, and privacy.
- Discussion occurred related to objections of a gathering spot at Old Bond St. and Royal Birkdale Dr. with same issues as raised for other potential locations: noise, parking, and privacy.
 - Questions were asked related to potential cost of a gathering spot and if increase in assessments or a special assessment would be required to pay for this, if approved. A broad answer of reserve transfers may be adjusted to accommodate possibly up to \$60,000, without any increase in assessments or special assessment. But the Board is not taking a vote any time soon, likely not until 2Q23 or later as there are many steps along the way before any final proposal or motion on a gathering spot or budget can be decided.

First step is a feasibility study with simple property line survey to determine space available at cost of < \$1500.

- Questions were raised as to what amenities are to be included, it was stated possibly a few picnic tables, a small pavilion, possibly a swing or toddler set, but it would have to be limited due to Dominion Energy right-of-way restrictions. If these amenities are not allowed, possibly an HOA garden area (rose garden) may be suggested.

Executive Session

7:50pm, Karen motioned that we end common session and go into Executive Session.

Motion carried: 3-0.

Executive Session exited at 8:00pm

Karen motions to approve the following:

1. Motion to waive penalty for member who removed satellite dishes.
2. Motion to approve settlement for removal of flags and woodpile for member encroaching on HOA property.
3. Motion to review ARC Guidelines for update to items such as Solar panels, Fencing, etc.
4. All motions carry 3-0.

Adjournment at 8:10pm