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BIRKDALE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MEETING MINUTES
February 4, 2021

Call to Order, Roll Call & Quorom
President Ron Buchanan called the meeting to order at 6:00pm. Present were President Ron Buchanan, Vice President Wayne Bass, Secretary/Treasurer Susan Lipp, Member at Large Lee Kemmett and Lee Ann King Property Manager for Birkdale from ACS West, Inc. Quorom of 4 was met.

Also present were committee chairs: Earl Bishop - Covenants Committee (acting) and Cynthia Steiner - Communications Committee. Absent was Anne Haring – Social Committee (acting).

Approximately 15 residents joined meeting remotely.

Approval of Agenda
Motion carried 4-0.

Set adjournment time
President recommends meeting close no later than 7:30pm. Brief Executive Session to follow. Motion carried 4-0.

Approval of previous meeting minutes
Secretary/Treasurer moved to approve November 2020 meeting minutes with exception of revisions to Calendar. Revisions to calendar shall include changing Fall Festival from Saturday, Oct 16 to Sunday, Oct 17, and all Board meetings in Feb, May, August and November shall be on first Thursday of month at 6pm. Board meetings to be held tele-format for remainder of 2021 except Annual Meeting and Budget meeting. This format change is due to COVID-19 and an increase in fee from the Birkdale clubhouse owner raising meeting room rent fee from $150 to $380/ meeting. Secretary to reissue Calendar to reflect amendments. Motion carried 4-0.

Member voice
Violet Martin, resident, proposed two items. Firstly, she requests signs be posted at each of the two neighborhood gazebos to request "bring out what you brought in" to try and stem increased issues with litter and dog waste left near gazebos. Board motion approved 2 signs if Violet provides basic artwork. Wayne Bass, will have signed made and install them. Motion approved 4-0.

Violet Martin second item is she requests speed bumps be installed on Spyglass Hill Dr. due to increased speeding incidents. VDOT is responsible for roads within Birkdale so Board cannot install speed bumps. Ron Buchanan responded the Board will contact

VDOT to inquire if speedbumps can be installed and if so what is process to apply for such roadworks. However, Wayne Bass and others stated that in the past VDOT had been consulted on this same issue and were denied due to the main roadways of Royal Birkdale and Spyglass being designated as 'spine' roads which are subject to plowing by VDOT and speedbumps are disallowed. Sterling Hundley, resident, also suggested that VDOT or county may be willing to provide temporary radar use to indicate speed to deter speeding in this area. Board to investigate if radar could be provided by county or VDOT for temporary use.

Sterling Hundley, resident, requested Board consider adding playground(s). Discussion ensued. Board may consider small playgrounds in a couple small, open area common areas. Board to price out small playground equipment options and discuss at next meeting. Liability concerns must be investigated in addition to capital equipment and installation cost.

Susan Lipp, Secretary/Treasurer, suggested to offer new outdoor activity at low cost, we consider a geo-caching project in the neighborhood where a 'Treasure hunt' type of game is established with small tokens found around the neighborhood when clues are solved (example: small painted stone). Points are simply won by finding the items and taking a picture of them on their phone. Susan has agreed to look into how to establish this, and if daughter of Sterling Hundley has ideas they are most welcome. Cynthia agrees to add game info either in News Bulletin or email to support effort.

Reports

President discussed several county expansion and upgrade projects. First, Dominion Energy is to build a new sub-station located near the 14th green. It will not impinge on resident properties. A letter has been received and upcoming is an 'open meeting' for Planning. Ron will distribute info. when available. Second, Winterpock roadway expansion project continues and will impact right of way near Hougton Ct and impact drainage. Any lighting, sprinkler systems or drainage that is installed on non-owned HOA areas must be removed, preferably prior to any construction in those areas. Grounds committee will work to rectify as needed with funds from annual budget. Thirdly, a 670+ resident new community has been proposed to be built across from the Winterpock entrance to the community. Additional info will be coming in the future.

Secretary/Treasurer noted 80% of assessments owed January 1 were paid on time and in full, which is common. Remaining 20% will be pursued for payment by ACS West. Approximately $36k remains in collections with Equity Experts and 2 residents are proposed to go to lien for unpaid assessments, which will be motioned in Executive Session.

Social Committee acting chair, Anne Haring was not present, however Secretary/Treasurer spoke on her behalf stating that a new Social Calendar has been in discussion in response to COVID restrictions and changing resident desires. Instead of

the entire annual social budget going to one single event, the Fall Festival, it is suggested several small events and one scaled back Fall Festival be put in place at the same total budgeted cost. Anne and Susan to propose revised social calendar to be approved at next meeting to detail specific list of proposed events and budget for each.

ARC Committee, Lee Kemmett, spoke stating a large number of homes are replacing roofs. Several neighbors have failed to complete an ARC application for their project and Lee has approached them to rectify those incidents.

Covenants Committee, Earl Bishop, had several items. The annual property inspections will be scheduled during the month of June 2021 this year. Two residents will be subject to fines for non-compliance to covenants. Trash cans left at curbs is violation of rules, and 11 residents were noted doing this and a notice has been included in the News Bulleting to try and curb this behavior. Power-washing was noted as needed on many homes. Several, 7-8 residents received warning letters asking them to power-wash. One person noted that lawn ornaments should be included in annual inspection and anything obtrusive will need an ARC application approved to be installed/remain.

Grounds Committee, Wayne Bass, had several items. Construction of road expansion on Winterpock Rd status includes award of contract expected in March, ground breaking in April and will last 18 – 24 months. Vandalism and damage to greenways is increasing with ruts/driving on lawns, stolen backflows from sprinkler system, broken branches in trees around Avalon gazebo. Landscaping will cut back all low tree branches at gazebo to reduce kids climbing trees. Juniper shrubs are aging and dying off. They have mostly been replaced with grass to reduce further maintenance cost.

Old Business

Avalon sign replacement bid is $2,500. Several residents stated they wish some sign to remain, but recognize the current sign is in poor condition. It was proposed current sign be removed and an alternate sign format be considered (on post). Wayne Bass to investigate for discussion at next meeting.

Open Member at Large Board position remains. Position is for remainder of this calendar year. No person yet found.

New Business

Dog waste stations were again discussed. Wayne Bass stated he had received bid for 10 waste stations with install cost of $700/station and $72/wk cleanout cost, plus we would have to buy cylinder bags and doggie bags and come up with plan to have them refilled. This cost appeared to make project unfeasible. Several persons questioned details of bid and plan. Susan Lipp to find alternate bids and send out to Board for re-discussion, including reduced number of stations.

Park benches were proposed by Grounds Committee. Bid of $740 installed per metal bench was proposed. Next meeting to be considered, in concert with other proposed grounds projects to be considered as a whole. Wayne Bass to propose list of grounds items to consider to use surplus $21,650 from last year unspent budget amount for Board to consider at next meeting.

President spoke to Mike Hatch, golf club owner about vacant, dilapidated tennis court area and he is not willing to sell and lease of land is proposed at $20,000+/yr. If we wish to renovate and build playground, pavilion or other useful area it would be at our expense. President noted pavilion construction he roughly estimates at $100,000. HOA would not own the land even if we built pavilion.

Pool will likely close in 2022 if more residents and public do not pay for memberships.

Adjournment
Motion carried at 7:35pm with 4-0.

Executive Session
Motion to lien two properties proposed for back assessments. Motion carried 4-0. Treasurer to provide separate note of approval to ACS West to go ahead.

Solar Panel resident proposal discussed. President and ACS West noted new law allows neighbor to install solar panels whether or not HOA or neighbors disapprove. HOA through our ARC application process can possibly modify his proposal under certain restrictions such as our counter proposal cannot reduce the output of the system by more than 10% of his original design or modify the cost to increase them more than 5%. It was noted his latest ARC application did not have neighbor signatures. Board to have ACS West consult attorney before we respond again to resident. However, it was noted that tax law allowing tax benefits for installing such a system expire at end of this year, so legal opinion is sought earlier rather than later.