

# Creekside Landing HOA Monthly Board Meeting

12/21/09

**Location:** Clubhouse, 6:30 - 8:40 PM

**Attendance:**

**Board:** Lewis, Bryant, Don, Charles

**Management:** Bill

**Homeowners:**

Open Forum (none) – No residents in attendance

Opened Board Meeting 6:35

**Established Quorum**

**Meeting Called to Order**

OLD BUSINESS/ PENDING ACTION ITEMS

Minutes

- 10/19 pending review, merger, and approval with Lewis' notes

Approval of Treasures' Report

Approval of Managers Report

- Discussions between Bill and Lewis on financial transactions/rollup –for November 30, 2009 report. Location of transaction item is misplaced. Charles, Lewis and Bill to take action off-line as further information is required to complete analysis. Item is the reserve draw action in the value of \$6000.00.
- Need these line items issue addressed by UPA as they have been in pending date with no resolution for over 6 months. This action is deemed critical by board members as non-performance of management contract.
- Management has collected over \$1375 in dues sent to collections – Cash to account is approximately 75% of this value. Balance will be submitted as other fees are collected/received.

- Depth of paperwork in all of these actions is dictated by Virginia CIC board/law
- ARB Committee must make recommendation on requesting hearings for residents on violations – not automatic. (Management’s tours neighborhood weekly and provides Board with Violation Log and currently sends out letters and schedules due-process meetings following prescribed waiting periods)

#### Committee Reports:

- ARB
  - Draft letter for 112 Rudder Court
  - Sinkhole forming on Corvette Drive – 322-324 on road
- Grounds (none)
- Social (none)
- Pool (none)
- Neighborhood Watch (none)

#### Accident/Police Report (Bill)

Did we pay for a report which was not provided? If so, Board should pursue until received or get refund. Bill never paid. Board decided that since the accident was in the road way and not on Common Area, CSL bears no liability and that the pursuit of report may be dropped.

#### Douglas Credit/ \$2,565 (Bill)

Duplicate invoices presented and paid. Need credit or refund. Action being taken.

#### Environmental Award Sign (Bill, Board)

Where to put it? What is the Cost? Board recommended either at front monument (Lewis) off to the side or in the pool area somewhere (Charles).

Neighborhood Watch -Volunteers Newsletter: divide CSL into 3-4 zones; captains for each; coordinate with Phil Kandel & Hope Wilson (806 Schooner) & Marcia Payton (103 Yacht): latter two indicated interest at 10/19 meeting: HOW TO LAUNCH? **Not Discussed**

#### R & R Committee - Resolution

Review, approve and sign. IS THERE A NEED FOR A FORMAL RESOLUTION? BOARD APPROVED R & R COMMITTEE DURING OCTOBER MEETING. **Not Discussed**

#### Tiki-Prioritized List (Bill)

Tabled last session. Review Tiki’s prioritized proposal and vote and decide if more is needed. \$11,020; (\$1,825 already cut and approved 11/16).

Via Color Code List – Green is Complete, Pink required to do based upon assessment, Non-Colored are not scheduled. Board will accept items highlighted in yellow/ pink as the next trees to go at the price indicated by Tiki (\$2,155). Motion made – See end of Report.

### Trail/ Eagle Scout Recognition

Decide on award to be presented. Bill needs to contact. Bill will contact scout and purchase plaque.

### Trail/ New Scout Volunteer (Bill)

Need update. **Not Discussed**

### Tree Removal, ARB,112 Rudder (Don)

Multiple trees. How many approved for removal? Owners didn't get approval and skirted R&R when they cut down a few trees. However, trees seemed within 4-5" circumference. One remaining tree will die within the year. Don will write them a letter of admonishment and not to cut any more without HOA approval.

### Yard-of-the-Month (Grounds Committee) **Not Discussed**

### Child Safety Signs (Bill, Board)

Discuss approving this incentive to get homeowners to be their best. Have Grounds Committee establish rules for judging and awarding. Approve Signs & Safety Stripping along Schooner school corridor. These were recently approved through Bill's efforts by the York County BOS (Mark Carter). Decide where to place 5 "Watch for Children Playing" signs. Signs free. They will be sent to Bill's office. Board will decide locations later.

## New Business

### Minutes, 10/19 & 11/16

Approved 11/16 (Lewis's "Revised Minutes"); Deferred 10/19 minutes until such time that Lewis updates Don's previous submission with more detailed coverage of budget discussion

### Amendment / Rental Cap (Board)

RE: Leasing of Lots: Consider Amendment as well as Addendum to Lease Agreement (Exh. A). Suggest that subtitle "Rental/ Leasing Caps" be inserted under "Amendment" Discussed and decided to include subtitle "Rental Caps" and accompany the legal document with layman's explanation and summary. Bill will then email documents to Board for review and tentative approval to send out the Amendment and Addendum. Lewis has the draft for review – to distribute to board.

### Amendment Mailing (Board, Bill)

If approved, the amendment needs to be mailed along with proxies and self nomination forms several weeks before annual meeting. Will be mailed 14 days before annual meeting along with newsletter, transmittal letter, proxy, self-nomination. Need Board review and approval ASAP in order to process.

### Compliance /115 Rudder (Bill)

Disabled Vehicle/ expired registration—eyesore. Reported by Suzanne Maggio. Status?

- Letter Sent. Bill said that this situation is relatively new. He will investigate.

### Fence Application (Don)

- Gary Greenfield, 703 Schooner Blvd. – Fence is approved

### Irrigation Bids (Startup / Shutdown ) (Board)

- Tanner: ???
- Clippers: \$755
- James River: \$480
- Valley Crest - \$1200.00
- 

### Landscaping Bids (Board)

- Valley Crest: \$27,648
- James River: \$35,340
- Tanner: \$35,820
- Clippers: \$36,696
  
- Board reviewed all contracts and found issues with summation of fees in the proposals. This leads the board to question thoroughness of contractor submissions. Tanner's bid is reduced by \$2000.00 from previous year. Valley Crest bid seems low in comparison to other submissions – leads to question if effort is under-scoped.
  
- Board votes for Valley Crest – Bill to take Action to close bid.

### Parking Lot Surface/Drainage (Bill)

Surface cracks reappearing near clubhouse. Drainage poor. Remedy? Bill and Board feel that this problem cannot be remedied without great cost. The original grading was poor and there were no drains installed where the water pools.

### Petty Cash = \$200 (Bill, Charles)

In June, the Board increased Petty Cash to \$200. The UPA statement needs to reflect this. Charles made it clear to Bill that the Board expected extra effort in getting this change executed ASAP. See Managers Report.

### Water Leak (Bill)

Clubhouse water fountain. Update. – Waiting for Repair Contract.

Website Changes (Don)

- 1) Link York County Property (Real Estate Value) Website
- 2) Post December newsletter; (Done)
- 3) RESIDENT INFORMATION: Remove "2009" from *Spring, Summer, Fall*;
- 5) Post 2010 budget. (Need Clean and Approved Copy)

Don will attend to.

MOTIONS SUMMARY

Line	Issue	Tally
	Motion made to go with Valley Crest for Lawn Maintenance, \$26,352	4/4 - Pass
	Motion made to approved tree removal priority list from TIKI – Trees Coded Pink – Not To Exceed \$3000.00 – Bill to work	4/4 – Pass
	Motion made to distribute Amendment on rental caps to be mailed with annual meeting package and self nomination forms. Additional postage cost. – Board to vote via E-Mail	No Vote Taken
	Motion to Approve November 2009 Minutes -	4/4 - Pass
	Motion to Approve Managers Report	4/4 - Pass
	Treasurers Report – Conditional approval based upon \$6000 line item	4/4 – Pass

ADJOURNED — 8:20pm