

Riverview Overlook (a/k/a Occoquan Landing) Community Association
Board Meeting

Date: February 15, 2011 Time: 8:00PM Location: 12788 Captains Cove

Attendees: Board – Steven Heath, Norman Howard, Jack Reba,
 Maria Kincaid, and Michele McQuigg

 Resident – Anna Longo (1417 Admiral Dr.)

 Resident – Gwen (12786 Captains Cove)

Financial Report Given Prior to Board Meeting

Anna Longo, the Association's bookkeeper, presented the Board a financial report reflecting the current budget, expenditures and answered questions related to the financial reports. She gave her report before the Board meeting because she had to leave early. The Board discussed the snow removal costs and accounts receivable.

Resident Time

Gwen, a resident at 12786 Captain's Cove, came to the Board meeting with her concerns. She said the kids at the basketball court make loud noises very early in the morning. She then pointed out to the Board that the house gutters at 12784 Captains Cove were not secured to the house and that the gutters of the house caused disruptive noise. Gwen also mentioned that a renter was allowing their dog to use the front of a townhouse yard and that some houses on Captains Cove had trash in the front yard. Gwen further discussed a UHaul truck which had been parked on Rivershore Drive for an extended period of time. Steve Heath said that he would notify UHaul that their truck would be towed and that he would deal with the situation. Gwen then left the meeting so the Board Meeting could proceed.

Agenda

1. Call to Order: At 8:00 by meeting chair, Steve Heath
2. Approval of Agenda:

Due to time constraints, Steve Heath referred to the agenda and went line by line suggesting an abbreviated agenda. Norman Howard motioned, and Maria Kincaid seconded, to approve the abbreviated agenda as presented by Steve Heath. The agenda was unanimously approved by the Board members in attendance.

3. Accounts Receivable related to HOA Dues:

The Board discussed the outstanding balance of HOA dues from the owner of a townhouse on Lighthouse Lane with substantial HOA dues in arrears. The Board discussed

having the owner served. Steve Heath stated that it was very difficult to serve the owner as no one had seen her in awhile and no one answered the door at the house on Lighthouse. The Board discussed various remedies to force the owner to pay the outstanding HOA dues. Steve Heath suggested placing a barrier behind the cars parked in the reserved spaces at the owners house on Lighthouse. Steve Heath said he would look into the cost and feasibility of placing the barriers behind the parked cars.

4. Treasurer's Report:

Bookkeeper Anna Longo had to leave the meeting early. The Board decided to address the Budget at the next meeting.

5. Approval of Minutes:

Steve Heath presented minutes of meeting held on January 11, 2011. Norman Howard motioned, and Jack Reba seconded, that the minutes of the January 11, 2011 Board Meeting be approved. The January 11, 2011 Board Meeting minutes were unanimously approved.

6. Architectural Control:

Jack Reba gave an update to the Board on the Architectural Control (AC) violations in the community. He stated that he would look into the violation at 12784 Captains Cove related to the loose gutters. A discussion ensued related to the lack of window grids which are standard for the community at 12700 Gordon Blvd and other AC violations in the community. The Board decided to revisit the AC violations at the next Board Meeting.

7. Parking:

Steve Heath stated that the new parking regulations were good and should be approved. Norman Howard agreed and suggested making March 1, 2011 the effective date of the new regulations. Steve Heath said he would attach a copy of the new parking regulations to the newsletter going out later in the month. Michele McQuigg made a motion to approve the new parking regulations. Norman Howard seconded. The new parking regulations were approved unanimously.

8. Trash:

The Board discussed the new trash regulations. Michele McQuigg moved to approve the new trash regulations with the suggestion that the animal regulations be separated from the trash regulations. Norman Howard seconded the motion. The motion passed unanimously. Norman Howard stated that a resident left a chaise lounge out for trash collection which was not picked up. He said they were trying to locate the offender. Norman Howard then said the current trash collection company was not collecting certain items. The Board also discussed the trash was not picked up during the recent snow storm. The trash company did not come the next day to pick up trash and the trash was left out until the following scheduled

pick up. Steve Heath said that we should not be charged when no trash was picked up during that period. The trash company has been sorting through the trash and leaving certain items. Norman Howard said no Trash Contract exists and the trash service could be cancelled with a 30-day notice. He said he would put the Trash Contract out for rebid. Jack Reba suggested that the pickup days be changed to Tuesday and Friday when a new contract was written.

9. Reserve Study:

Michele McQuigg discussed the draft of the Reserve Study. Steve Heath questioned the amount of pavement in the Reserve Study. Michele McQuigg confirmed the amount of pavement in the community and stated that the pavement was in reasonable shape. Michele McQuigg stated that replacement of pavement would cost \$7 a square foot. The Board decided to discuss the Reserve Study in more detail at the next Board Meeting.

8. Signs:

Jack Reba stated that certain signs in the community needed replacement. Michele McQuigg stated that the “Occoquan Landing” sign on Admiral Drive was rotting. Michele McQuigg said that “No Trespassing” sign for the basketball court shouldn’t be placed at the entrance to the community. Michele McQuigg also said that the Board should decide on the language for the “Neighborhood Watch” signs in the community. Steve Heath and Norman Howard said maintenance and signage should be included as part of the Capital Improvement budget. The Board agreed to discuss the Capital Improvement budget further at the next meeting.

9. 1435 Admiral Fence and Guard Rails:

Steve Heath discussed the fence problem at 1435 Admiral. The Board discussed several issues to resolve the problem of cars knocking down the 1435 fence. Steve Heath mentioned putting up jersey barriers in front of the fence. He said the lawyer stated the Board was not liable for damage to the fence and that the best way to combat the problem is to catch the individual who runs into the fence with their car. Steve Heath said he still leans toward installing barriers. Michele McQuigg then suggested guard rails should be placed in several locations in the community. The Board further discussed the barriers and guardrails and decided to revisit the issue at the next Board meeting..

9. Old Business:

Jack Reba discussed Omar’s contribution to the community. The Board discussed continuing to have Omar take care of items necessary in the community.

10. New Business:

There was no other new business to discuss.

11. Adjourn: Meeting adjourned at 9:20pm.