

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

Date: June 20, 2011 **Time:** 8:00PM **Location:** 12772 Captains Cove

Attendees: Board – Steve Heath, Michelle Bechtoldt, Jack Reba, Maria Kincaid and Michele McQuigg

Agenda

1. **Call to Order:** At 8:02 by meeting chair, Steve Heath, who advised that the meeting would cover the resolution pertaining to the notification of change of address or occupants and community projects.
2. **Treasurer's Report:** Bookkeeper Longo prepared two reports for information purposes to determine the amount of money available for selecting one or more community projects. These reports, which were the Balance Sheet (as of June 17, 2011) and Profit & Loss Budget vs. Actual (January through June 17, 2011), showed \$14,900.29 in the Checking account and \$10,292.43 in the Reserve Account. She noted on the report that fixed monthly expenses so far this year were approximately \$3,500 and \$4,333, if project expenses were included.
3. **Resolution:** At the June 8th meeting, Steve Heath advised that the resolution needed to be approved before the third quarter statements were mailed on June 27, 2011, and noted that Michelle Bechtoldt wanted to review the penalty/fines/remedy provision of the resolution. Ms. Bechtoldt advised the Board that she could not find any information regarding the subject provision in her research. She indicated that she would approve the resolution so long as certain minor edits were made. **Action Item:**

Michelle Bechtoldt motioned, and Maria Kincaid seconded, to approve the resolution as amended. This motion was unanimously approved by the Board members in attendance.

4. **Community Projects:** No motion to select the next project was made at this meeting. Below covers the discussion of the various projects:
 - a. **Split Rail Fence** - Jack Reba led the discussion of this project and distributed samples of split rail fencing that the contractor could install in the community. He had concerns over whether the contractor was aware of all the fences that needed replacement, *i.e.*, Captains Cove, Admiral Drive park, Flagship Lane, and both ends of Lighthouse Lane. Mr. Reba also wanted to evaluate more carefully the types of split rail fences before making a final recommendation, as the total

cost for labor and material was \$4,074.56.

b. Sand blasting and Painting Yellow Curbs - Steve Heath indicated that he had been unable to get any quotes on this project as it was too small according to the contractors that he had contacted. One contractor suggested that he call back in July. Several members of the Board suggested that he contact the contractor, who did the curb painting of house numbers last year, for a quote. Mr. Heath indicated that he will report back to the Board when he had obtained a quote.

c. Community Trees - Maria Kincaid suggested that the leaning pine tree at Gordon Blvd. and Admiral Drive be braced or cut down. Steve Heath indicated that the tree and bushes behind the basketball court needed trimming. Michelle Bechtoldt reminded the Board that several residents on Harborview Court had complained previously about a tree located at the mid-island of the court because its limbs were hanging over townhouses. Mr. Heath and Jack Reba agreed to walk around the community and to conduct an assessment of trees and bushes this Saturday, June 25.

d. Community Signs - Michele McQuigg reminded the Board that it had previously approved the replacement of community signs and they were on order. The cost for the new signs, including installation and removal of old signs, was approximately \$1,900.

5. New Business: The next Board meeting is scheduled for Wednesday, July 13, to be held at Michele McQuigg's house at 1415 Admiral Drive. The meeting will start at 8:00pm.

6. Adjourn: The meeting adjourned at 8:35pm.