

**Riverview Overlook (d/b/a Occoquan Landing) Community Association
Board Meeting**

Date: November 27, 2012

Time: 8:00PM

Location: 1415 Admiral Drive

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

Residents – Anna Longo (1417 Admiral Drive)
Tonya Anderson (12739 Lighthouse Lane)

Agenda

1. Call to Order – At 8:00pm by meeting chair, Steve Heath.
2. Resident Time – Tonya Anderson came to the meeting to report that 12742 Lighthouse Lane was parking 5-6 cars in the community. She said that the residents at 12742 Lighthouse Lane rotated their cars in and out of visitor spaces and left their cars in visitor spaces for days or weeks at a time. Ms. Anderson complained that these neighbors constantly violate the parking rules. The Board discussed the parking issues and Steve Heath stated that a wrecker service had been contracted to enforce the parking regulations. The Board further discussed how the wrecker service would regulate the parking issues.
3. Anna Longo also attended the meeting.
4. Approval of Minutes – President Steve Heath asked for approval of the minutes of the November 8, 2012 Board meeting. Michele McQuigg motioned and Maria Kincaid seconded, to approve the minutes. This motion was unanimously approved by the Board members in attendance.
5. Approval of Agenda – President Steve Heath presented the agenda to the Board as amended to move parking up to resident time and add ACC. Michele McQuigg suggested that parking be further discussed in the agenda as the subject will be brought up at the Annual Meeting. Michele McQuigg motioned to approve the agenda as amended, Maria Kincaid seconded the motion. The agenda was approved unanimously as amended with no opposition.
6. Annual Meeting Prep:
 - a. Home Owners List – Steve Heath stated that the home owners list has been sent in draft to Michelle Bechtoldt. Mr. Reba asked for a copy of the Home Owner's List for Architectural Control issues.
 - b. Election of Officers – Maria Kincaid read the review of the minutes of the Annual Meeting of 2011 drafted by Michelle Bechtoldt. She stated that the review of the minutes of the 2011 Annual Meeting showed that Steve, Maria and one open seat filled by Omar were up for election for two year terms. This year Michele, Michelle, Norman and Jack are up for election for two year terms. The seat filled by Omar which is now vacant is up for 1 year term.

- c. Treasurer's Report – Steve Heath presented the treasurer reports prepared by the bookkeeper. He discussed the Profit & Loss Report (through 11/27/12), and the amounts expected to be rolled over in 2013. Mr. Heath discussed the asphalt sinking fund and the projections for asphalt in 2020. Michele McQuigg discussed the playground sinking fund. The Board further discussed the need for a dues increase cap in order to create a cushion for cost of major items increases which would be brought up at the Annual Meeting. The Board also discussed the A/R Summary (through 11-27-12) and details related thereto.
- d. Maintenance/Grounds – Steve Heath stated that Norman Howard would present a report on Maintenance/Grounds at the Annual Meeting.
- e. Parking – Steve Heath reported that he made an agreement with Dominion Wrecker starting 12-1-12 on a trial basis to begin to enforce parking on Rivershore Drive for those cars that did not have a visitor pass. Mr. Heath stated that he would alert the community by flyer or in the newsletter of the new parking enforcement with Dominion Wrecker. Michele McQuigg stated that the rules should be updated to prevent parkers who move their vehicles from a visitor space after 48 hours into another visitor space. **Action Item.**

7. Old Business:

Anna Longo stated that Comcast has not yet buried the white cable in the neighborhood. She said that she would follow up with Comcast and ensure that this would be done.

Jack Reba discussed ACC violations. He stated he received many "Return to Senders" and needed a new Owners list.

8. New Business:

The Board agreed to meet for the annual meeting on December 5, 2012.

9. Adjourn: Meeting adjourned at 9:04pm.