

## OLHOA Meeting Minutes October 2, 2025

Meeting started at 7:05 PM

### Board members present:

Christopher Guerra

Jack Reba

Ana Morales

Mitchell McKinney

Motion to approve agenda raised by Chris.

Seconded by Jack; all approved.

Motion to approve meeting minutes from meeting held on 9/4/25 raised by Chris.

Seconded by Mitchell; all approved.

### Resident Time

1. Resident raised question of processing requests to join Occoquan Landing Facebook page. Board to ensure all requests are verified and approved in a timely manner.

### Financial and Administrative Matters

1. Checking account balance of roughly \$34,452.
2. Savings account balance of roughly \$21,971.
3. Currently have two \$15,000 CDs accruing interest.
4. All bills paid in September totaled \$9,844.

### Architectural Control, Maintenance and Repair

1. Architectural guidelines have been followed adequately. Jack continues to monitor the neighborhood and send letters as needed.
2. A walk-through ACC inspection will be scheduled for the whole neighborhood. Board looking for any additional volunteers.
3. Board to look into any remaining benches that need to be painted by Omar. Board to look into other handyman vendors for future projects.
4. Tree overhanging Rivershore Drive that resides in a homeowner's backyard still needs to be properly trimmed.

### Parking

1. Parking regulations have been mostly followed appropriately. Letters are being sent out when violations are identified.
2. A new Prince William County towing tracker system is being developed for residents to

- be able to track towed cars.
3. Board to ensure that towing company is towing identified violating vehicles in a timely manner.

#### Old Business

1. Board to reach out to Dominion regarding the status of repairing the dug up pavement of the sidewalk from a previous project.
2. Updated DPOR license for HOA board was received. It must be renewed in April every year with all appropriate details and information.
3. HOA tax exempt status was renewed by IRS.
4. Board to contact lawyers to draft a promissory note to be signed for overdue HOA fees which required a payment plan.
5. Benches and playground equipment was repainted by Omar.
6. C&W successfully addressed the identified discrepancies in the initial execution of the wood chips project completed earlier.
7. HOA guidelines will be reviewed for inconsistencies and put to a community vote on any needed amendments to address the inconsistencies.

#### New Business

1. Current HOA president will be stepping down at the end of the two year term come end of December 2025. Board will seek for additional volunteers.
2. C&W submitted a bid for the trimming and removal of trees near main entrance project. Board to attain additional bids to complete the project.
3. Board to reserve Occoquan elementary school for upcoming annual meeting scheduled for December 4th. Board to send out proxy forms ahead of time.

Motion to end meeting raised by Chris. Seconded by Jack. Approved by all. Meeting concluded at 8:35 PM, Thursday October 2, 2025.