

OLHOA Meeting Minutes November 6, 2025

Meeting started at 7:03 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 10/2/25 raised by Chris.

Seconded by Mitchell; all approved.

Resident Time

1. No residents present.

Financial and Administrative Matters

1. Checking account balance of roughly \$42,381.
2. Savings account balance of roughly \$21,984.
3. Currently have two \$15,000 CDs accruing interest.
4. All bills paid in October totaled \$5,754.

Architectural Control, Maintenance and Repair

1. Architectural guidelines have been followed adequately. Jack continues to monitor the neighborhood and send letters as needed.
2. Couch that was improperly dumped at the entrance of the neighborhood was disposed.
3. Omar to do repairs on entrance sign wall, fence along Riverview, and replacing rotted wood on benches. Other projects and repairs will be completed as needed.
4. Overgrowth of trees behind Captains Cove homes needs trimmed to clear the sidewalk.
5. Board to vote on attained tree trimming bids as discussed in October meeting. Quote for one big branch and two little branches over Rivershore Drive for \$1,550 of the tree located on resident's property. Resident to be notified again of the tree branch issue and attained quote. Board unanimously voted to approve the quote and to notify resident by email and notice on door.
6. Board to vote on the tree trimming quote and stumps removal from common areas around the neighborhood received for \$7,850 at a future meeting.

Parking

1. Parking regulations have been mostly followed appropriately. Letters are being sent out when violations are identified.
2. New renter in the neighborhood is in need of a replacement parking pass.
3. Issues with repeat offenders and checking for expired license plates and registrations.
4. Renters are directly requesting for replacement visitor passes. Renters must first go through the homeowner for any replacements.

Old Business

1. Cafeteria at Occoquan Elementary School has been reserved for upcoming annual meeting. Proxies have been sent out to homeowners. Board to identify the regulation that allows to conduct meeting if sufficient renters are in attendance in addition to proxies.
2. Four houses currently for sale in the neighborhood and three have been sold with appropriate resale packages completed and sent out.
3. Checks through November have been deposited and are up to date.
4. Prepared proxy forms have been sent to board members and homeowners. Board to remind residents to complete proxies prior to annual meeting.

New Business

1. Expired SSL certificate for neighborhood website was causing error but has been addressed. This will need to be checked annually by the Board.
2. Board to vote on \$500 annual bonus for book keeper's services. Board unanimously approved.
3. Mitchell McKinney nominated for HOA President for January 2026 through December 2027.

Motion to end meeting raised by Chris. Seconded by Jack. Approved by all. Meeting concluded at 8:05 PM, Thursday November 6, 2025.