

Kenwood Townes HOA
Board Meeting
21 March 2013
Home of Robin Perrin, 6361 Regal Oak Drive
6:30 – 8:30 pm

Meeting Minutes

Attendees

Members: Esperanza Rey, Robin Perrin, Claudia Katnik, Ric Katnik, Haroon Wassel,
Others: Donna Settles, Brenda Koch, Micky Patterson

1. Roll call to establish a quorum

Old Business

2. Ric moves and Claudia seconds the approval of Meeting Minutes for 19 December, 2012. All in favor
 3. Douglas Cory has been retained to complete the taxes (State and Federal) and a review for 2012. The fee for both will be \$1,250.
 4. ARB violations – Ric reports that the information on the owner of 6350 Regal Oak Drive was incorrect on his address sheet so the owner did not receive any of the letters over the last year and a half. He has been sent a letter of apology and there will be no fine. Owner has since rectified all deviations. (Note: Ric Katnik resigned as an ARB member on Feb. 25, 2012 and forwarded a report to all ARB and Board members on the status of all outstanding ARB issues at the time of that resignation. This comment is an update to that report. As it was his error he wanted the Board to know of the error and how it was rectified.)
 5. Lien settlement – 8367 Millwood Drive was paid (this settles approximately \$2,500 in back dues)
- No other old business

New Business

6. Enforcement Policy –
 - a. The current policy requires certified letters to be sent to the address of record and property address. The Virginia statute only requires that the homeowner, at the address of record, be notified. The suggestion is to send the letters only to the home of record
 - b. Our policy also states that the Board has 7 business days after it makes an enforcement decision to notify the owner. The Virginia statute states the requirement is 7 days. The suggestion is that 7 days is acceptable.
Claudia made motion, Esperanza seconded to approve both changes- all in favor Ric will type up a new enforcement policy with these changes for Board signature
7. Parking Policy – request to generate a draft parking policy
 - a. Presently the definition of a Commercial vehicle is vague in our CC&Rs. It is suggested that we make the definition more explicit. There is also some discussion on how long vehicles should be allowed to park in a common parking space. Brenda suggests that changes to the Parking policy can only be voted on by the membership at the annual meeting. Not all agree since

we several policy changes have legally occurred. It was brought up who will bring a suggested vehicle before the Board. Esperanza suggested that she would be willing to come up with something.

- b. Non-resident car parking overflow from Jaxx (actually Jaxx is no longer there but it has been replaced by another high occupancy establishment) and next door community – no solution provided on addressing the issue
8. Scope and directions for estimates for asphalt sealing – Last year 3 scopes were submitted. However we did not have a scope and the three estimates were not necessarily comparable. Claudia provided a scope and asked for suggested changes (33,000square feet of asphalt). None were suggested. Robin stated that she would be responsible for getting three estimates. Claudia would send all previous information to Robin
9. Landscape issues – The homeowner at 6354 complained that the tree behind his house was dead. The consensus was that we should wait until spring to see if it was indeed dead and no action was taken at this point as no property appeared to be at risk . erhaps with the budget next year it will be taken into consideration
10. Picking-up after dogs – Haroon to take pictures
It is thought that the Cleaner’s owner, across the street, trespasses with her dogs and does not clean up after them
Haroon to address it with the owner of cleaners and county if need be
12. Historical unpaid assessment and HOA Dues from those homeowners who have moved away or the property went into foreclosure – Ric motioned and Robin seconded to write these accounts off (total of \$4,343.64 unpaid)
 - c. All in favor
11. Esperanza to request new roster from GHA
12. Effective immediately Floyd McKinney resigned from the ARB. Everyone was sad to hear of his resignation.
 - d. Need to find a new ARB member. Brenda to post at mailbox requesting ARB volunteers
13. Schedule next meeting for 24 April 2012
14. Ric motions, Claudia seconds to adjourn - all in favor