

**Village of Waxpool Homeowners Association
Board of Directors Meeting
September 8, 2016**

Attendance:

Kandi Reddy
Ramesh Kalluri

Shannon Cook, Sequoia Management Company
Jen Simms, Sequoia Management Company

Amir Nasir (arrived at 7:44 p.m.)

Call To Order:

Kandi Reddy called the meeting to order at 7:37PM.

Approval of Minutes:

The Board reviewed the April 12, 2016 meeting minutes.

Kandi Reddy motioned to ratify approval of the April 12, 2016 meeting minutes. Ramesh Kalluri seconded. All were in favor.

The Board reviewed the June 7, 2016 special meeting minutes.

Kandi Reddy motioned to approve the June 7, 2016 special meeting minutes. Ramesh Kalluri seconded. All were in favor.

Resident Forum:

The Board discussed an email from a resident requesting a clean-up of bushes, trees, weeds and grasses from the common area behind their home. The Board advised that the homeowner should submit a common area application.

The Board discussed an email from a resident regarding a contest to name the ponds.

(M) Management to ask the Social Committee is they are interested in this. The Association will provide (1) \$50.00 gift card to each pond naming winner.

Committee Reports:

Communications Committee:

The Board discussed the new community website.

(M) Management to contact John about updates and changes that need to be made at this time, including but not limited to trash dates on the calendar.

The Board discussed an advertising request for the website. The Board stated that the current policy is not to advertise for business or charity and Management is allowed to inform those who ask.

Social Committee:

The Board reviewed the Social Committee's meeting minutes from August 24, 2016.

Kandi Reddy motioned to accept Tracy Doyle's resignation from the Social Committee. Ramesh Kalluri seconded. All were in favor.

Kandi Reddy motioned to appoint Angela Rabena and Sheila Catron as Co-Chairs for the Social Committee. Ramesh Kalluri seconded. All were in favor.

The Social Committee plans to have a block party on September 17, 2016 from 3:00-6:00, a Halloween pizza party on October 31, 2016 from 5:30-6:30, and Santa's sleigh on December 10, 2016 from 1:00-4:00, with more details to follow.

(M) Management to include the events listed above in the next community flyer.

Architectural Review Board:

Kandi Reddy motioned to accept the resignation of Rob Erlos from the Architectural Review Board. Ramesh Kalluri seconded. All were in favor.

The Board discussed application submissions and if every application should require property plats.

The Board discussed an application for account #121978 requesting a variance approval to have construction extend beyond the side plane of the home. Kandi Reddy motioned to approve the variance request so long as the neighbor that would be most impacted submits a written letter of approval. Ramesh Kalluri seconded. All were in favor.

Neighborhood Watch Committee:

At this time only 1 homeowner has submitted an application to be involved in the Neighborhood Watch.

(M) Management to include the committee application in the next flyer to the community.

Deputy Spurlock was present to discuss safety concerns in the community. Deputy Spurlock discussed ideas about the neighborhood watch and offered to teach a class to the residents about neighborhood watch.

The Board discussed incentives for homeowners to help get the neighborhood watch program started.

Deputy Spurlock discussed the recent crime reports conducted by the Dulles South crime analyst. They stated they see no real threat to the community. Residents are advised to lock cars and close garage doors.

The Board discussed security proposals.

Kandi Reddy motioned to approve 2 new "Private Property signs" for the community not to exceed \$350.00. Ramesh Kalluri seconded. All were in favor.

Management Report- New Business

The Board discussed the Board appointment of Amir Nasir.

Kandi Reddy motioned to ratify the Board appointment approval of Amir Nasir. Ramesh Kalluri seconded. All were in favor.

Kandi Reddy motioned to approve the Board position appointments as follows:

- Kandi Reddy, President
- Ramesh Kalluri, Vice President
- Amir Nasir, Treasurer

Ramesh Kalluri seconded. All were in favor.

(M) Management to send CAI treasurer duties to Amir via email.

The Board reviewed the financial statements for the months of March 2016 through August 2016.

The Board discussed the \$9,663.00 end of 2015 surplus.

Kandi Reddy motioned to move the end of 2015 surplus in the amount of \$9,663.00 into operating reserves. Amir Nasir seconded. All were in favor.

The Board discussed a 2011 insurance claim check that was never cashed by prior management.

The Board reviewed an invoice from Visual Edge for irrigation repairs that have already been completed in the amount of \$550.00. Kandi Reddy motioned to approve the Visual Edge invoice in the amount of \$550.00. Ramesh Kalluri seconded. All were in favor.

The Board reviewed gravel replenishment proposals as well as correspondence from VDOT. The Board will take no action for gravel replenishment at this time.

(M) Management to follow up with VDOT to see when they think they will come back out to replenish the gravel.

The Board reviewed asphalt and trail proposals.

Kandi Reddy motioned to approve the asphalt trail repair and sealing proposal from Dominion Paving and Sealing in the amount of \$27,425.00. Ramesh Kalluri seconded. All were in favor.

The Board reviewed audit and tax proposals.

Kandi Reddy motioned to approve the audit and tax proposal from Malvin Riggins in the amount of \$2,500.00. Ramesh Kalluri seconded. All were in favor.

The Board reviewed proposals for tree replacement along Belmont Ridge Rd.

Kandi Reddy motioned to approve the tree replacement proposal from Visual Edge in the amount of \$4,250.00 and not to exceed an additional \$500.00 for watering. Ramesh Kalluri seconded. All were in favor.

The Board reviewed the draft 2017 budget. The Board will revisit the budget at the next meeting.

The Board would like to place some of the surplus into the Social Committee and put some towards a holiday dinner for the community volunteers in December 2017.

(M) Management to contact Social Committee and ask for activity suggestions for the future to provide to the Board.

The Board reviewed the operational calendar.

The Board discussed sidewalk snow removal and has decided not to move forward at this time.

Old Business:

The Board discussed the Comcast Easement on Belmont Ridge Road. At this time we are waiting to receive payment from Comcast.

The Board discussed Belmont Ridge Road update. Loudoun County plans are almost completed and the County plans to attend the next meeting to discuss needing temporary easements from the Association.

(M) Management to obtain a map of the project showing easements and provide to the Board.

Kandi Reddy motioned to ratify email vote for \$900.00 tree removal behind a home on Parsells Ridge Drive. Ramesh Kalluri seconded. Motion passed.

The Board discussed the Loudoun Water invoices from winter. Management advised with the weather, additional water usage and rates being increased; the invoices were valid.

The Board discussed the pond update. The Board decided to table this discussion until the next meeting.

(M) Management to get a retrofit cost from Angler Management to provide to the Board.

The Board discussed the front entrance lighting for Halloween and Christmas.

The Board discussed the reforestation project.

(M) Management to contact Loudoun County Soil and Water to see what locations they recommend for tree plantings.

The Board discussed a recent dog attack within the community. Management advised there were no further complaints.

The Board discussed lawn maintenance throughout the community.

The Board discussed replacement mailbox numbers.

(M) Management to include mailbox company information via web blast and community flyer.

Executive Session:

Kandi Reddy made a motion to move into executive session at 9:28PM. Ramesh Kalluri seconded. All were in favor.

Kandi Reddy made a motion to move into in open session at 9:36PM. Ramesh Kalluri seconded. All were in favor.

Adjournment:

Kandi Reddy made a motion to adjourn the meeting at 9:36PM. Ramesh Kalluri seconded. All were in favor.