

**Village of Waxpool Homeowners Association  
Board of Directors Meeting  
July 11, 2019**

**Attendance:**

Sharath Kovala  
Angelia O'Connor  
Janet Walter

Shannon Cook, Sequoia Management Company  
Jaimie Trevethan, Sequoia Management Company

**Call to Order:**

Sharath Kovala called the meeting to order at 7:32 PM.

**Approval of Minutes:**

The Board reviewed the April 4,2019 meeting minutes.

Sharath Kovala motioned to approve the April 4,2019 meeting minutes. Angelia O'Connor seconded. All in favor. Motion passed.

**Resident Forum:**

None

**Committee Reports:**

The Board discussed the spring clean up being a success.

**Communications Committee:**

**(M)Management to send a call for volunteers via email to homeowners and follow up with John Fitzgerald.**

**Social Committee:**

The Board discussed the social event requested to be held outside of the community.

**(M)Management to send a reminder that all community events are to be held within the community and assure notice of all events are sent via association website.**

**(M)Management to reach out to the social committee for the 2020 budget and scheduling events.**

The Board discussed the Holiday volunteer event.

**(M)Management to look into options.**

**Architectural Review Board:**

Nothing to report at this time

**Neighborhood Watch Committee:**

Nothing to report at this time.

**Management Report- New Business**

The Board reviewed the financial statements for the months of March - June, 2019.

The Board reviewed the decisions made via email.

Sharath Kovela made a motion to ratify the email approvals for the following:

Cedar Run proposal for a common area tree removal behind 42650 Gulicks Landing in the amount of \$1,300.00.

Cedar Run proposal to chop and drop 4 trees in common area behind 42658 Trappe Rock Drive in the amount of \$1,675.00.

Watering proposal on Auction Barn in the amount of \$750.00

Remove tree leaning in common area at 42681 Cochrans Lock Drive

Cedar Run proposal for tree removals in common area behind 42691 Laurier Drive in the amount of \$1,350.00.

Cedar Run proposal for a tree removal in common area behind 21865 Parsells Ridge Court in the amount of \$650.00.

Cedar Run proposal for tree removals in common area behind 42690 Laurier Drive in the amount of \$800.00.

Account#VOW421800-30-day extension/\$10 a day

Account# VOW342683-30-day extension/\$10 a day

Account#VOW242657-30-day extension/\$10 a day

Account#VOW242689-30-day extension/\$10 a day

Angelia O'Connor seconded. All in favor. Motion passed.

The Board reviewed the operational calendar.

The Board reviewed the snow removal contract.

Janet Walter motioned to approve the snow removal contract from Cedar Run.

Sharath Kovela seconded. All in favor. Motion passed.

The Board reviewed a common area request from a homeowner regarding trees behind 42666 Gulicks Landing. No action will be taken at this time as the trees in the common area are not a threat per Cedar Run.

The Board reviewed a common area request from a homeowner to remove sticks from the common area behind 22058 Auction Barn Drive. Cedar Run completed this without approval. HOA was not billed.

The Board review Cedar Run Landscaping updates and proposals.

The Board discussed the dead plants along the front entrance.

The Board discussed tree branches hanging over the pillar at the back entrance of Laurier Drive.

The Board discussed 2 sprinkler heads needing replacement.

**(M)Management to request Cedar Run to attend the next meeting.**

Janet Walter motioned to approve the sprinkler replacements and front entrance plantings proposal from Cedar Run in the amount of \$6,374.49. Angelia O'Connor seconded. All in favor. Motion passed.

Angelia O'Connor motioned to approve the watering proposal from Cedar Run in the amount of \$750.00. Sharath Kovela seconded. All in favor. Motion passed.

The Board reviewed the deeds of easement for Verizon and Dominion for signature.

The Board reviewed the VAPOA update regarding disclosure packages.

The Board reviewed Patriot Disposal's rate increase notice in the amount of \$231.00 per month.

The Board reviewed asphalt proposals for the trails and Virginia Oaks.

**(M)Management to reach out to the contractors for updated bids per recent Reserve Study information.**

The Board reviewed trash proposals.

Sharath Kovela motioned to approve the trash proposal from Patriot for 2020-2024 at a rate of \$49,400.28 per year. Janet Walter seconded. All in favor. Motion passed.

The Board reviewed the Reserve Study update.

The Board reviewed the 2020 draft budget. Tabled for next meeting.

The Board reviewed a notice from Cinc Systems regarding the e-check fee in the amount of \$1.99, beginning August 1,2019.

**(M)Management to confirm how many homeowners use the e-check option and send notice via email.**

**Old Business:**

The Board discussed the pond sign and request that were not approved. Should have an update by October.

**(M)Management to follow up with the County as needed.**

The Board discussed the traffic calming updates. No updates at this time.

**(M)Management to follow up on signage installs and next steps.**

The Board discussed the planting request near the school. No updates at this time.

The Board discussed the street sign repairs and replacement. Expected completion 4-6 weeks.

**Executive Session:**

Sharath Kovala made a motion to move into executive session at 8:41 PM. Angelia O'Connor seconded. All were in favor. Motion passed.

Sharath Kovala motioned to come out of executive session at 8:50p.m. Angelia O'Connor seconded. All in favor. Motion passed

Sharath Kovala motioned to approve decisions made during executive session, the decisions were as follows:

Account#VOW121991- No Action  
Account#VOW122094- No Action

Angelia O'Connor seconded. All were in favor. Motion passed.

**Adjournment:**

Sharath Kovala made a motion to adjourn the meeting at 8:51PM. Angelia O'Connor seconded. All were in favor. Motion passed.