



Hall Associates
Commercial REALTORS since 1975

Braxton Park Property Owners Association
HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
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MINUTES
BOARD OF DIRECTORS MEETING

March 7, 2022

Pending Review/Approval at Next Board Meeting

	Name	Position	Term Expires
Board Members Present:	Ed Barnhouse	President	2022
	Devin Snelick	Vice President	2022
	Lauren Blanks	Secretary	2023
	Teresa Hunter	Treasurer	2024
	Brooke Scott	Director	2024
	Cheryl Bennett	Director	2022
	Cassidy Auwarter	Director	2024
Board Members Absent	Zak Hayes	Director	2023
	Demond Bolden	Director	2023
Others Present:	Nikki Pritt	Association Manager	
	Jamie Scott	Owner	
	Chris Keesee	Owner	
	Stefan Reinhardt	Owner	
	Terri Reinhardt	Owner	
	Mack Almond	Guest	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with seven board members in attendance, six in person and one via telephone (Hunter). The meeting was called to order at 6:02 PM at Living Water Ministries located at 1071 Waterlick Road.

II. OWNERS FORUM

Chris Keesee brought up concerns regarding residents parking work vehicles in visitor parking spaces. Discussion ensued on the subject of parking work vehicles on the property in overflow parking spaces. The possibility of having an assigned area for work vehicles to be parked was considered. Management recommended that all Board Members review the Parking Policy and any issues with work vehicles could be discussed at the next meeting.

III. APPROVAL OF THE MINUTES

A motion was made (Auwarter) and seconded (Blanks) to waive the reading of the January 27, 2022 minutes and accept them as written with noted changes. Motion passed unanimously.

IV. FINANCIAL REPORT

Board members receive financial reports each month prior to the meeting to review. A motion was made (Snelick) and seconded (Bennett) to approve the financials through January 31, 2022. Motion passed unanimously.

Account balances through 01/31/22

Operating Account:	\$ 82,188.93
Operating Reserve Account:	\$ 32,020.42
Capital Reserve Account:	<u>\$ 87,888.62</u>
	\$202,097.97

V. UNFINISHED BUSINESS

Retention Pond Improvements – Pond A work has been approved and contractor has been notified. This is now pending contractor's schedule. Contractor noted that they cannot begin work until the weather is warmer and the ground is dry. RSG Landscaping is the Contractor. Total cost for Pond A repairs/improvements is \$9,400.

Pool Work and Schedule – The approval was given to the contractor, Pool Doctor. The estimated cost for the work is \$23,247.00. The work is pending the contractor's schedule but should start within the month. The contractor hopes to have the work completed before the projected pool open date.

Pond Fountain – The fountain light wires and motor cables will be replaced with stainless steel coated wires and cables to avoid being chewed through in the future. The work is pending the contractor's schedule.

Muskrat Control – The Board had questions for the wildlife control company. Management will obtain the information from the wildlife control company and report back.

Tree Trimming – Management will contact owners on Logan with trees in their front yard to find out if they would like the tree trimmed back.

VI. NEW BUSINESS

Pool Opening – The pool is scheduled to open on May 15th, provided that the work is completed on the pool surface, pool coping and tile work at that time. The pool hours will be 9am to 9pm every day. The board determined that a pool monitor will be posted on Friday afternoons (5p-9p), and Saturday and Sundays (12p-9p). The pool is scheduled to remain open through September 30th, but the closing date is dependent on the weather.

Deck Staining – The Board determined that all decks within the association must be stained one of the approved colors by June 1, 2022. An inspection will be done after the deadline and any decks that have not been done will be stained by the association at the owner's expense. A letter will be sent to all owners letting them know of the deadline and approved colors.

Property Clean Up – Brooke and Jamie Scott and Teresa Hunter completed a property clean up recently. They walked the property and cleaned up any trash. They filled eight 80 gallon trash bags. Another clean up date will take place in the next couple of months. Everyone in the community is encouraged to participate. Brooke will set a date and notify residents.

Exterior Maintenance Walk Through – The Board will meet to do a walk through of the property and note any exterior maintenance items that need to be addressed.

Parking Reminders – Yellow flyers were attached to all doors, recently, outlining parking reminders for all residents. Please remember that only visitors may park in a visitor space. If a resident vehicle is parked in a visitor space for any amount of time, it is subject to towing without notice. Please also remember that any resident vehicle must have a decal displayed at all times.

Pressure Washing – Management will obtain estimates for pressure washing for four buildings at the bottom of Rowse (near Logan), the two buildings on Sprouse and the pool house.

Sealcoating on Mallard – Management will obtain estimates for sealcoating on Mallard Lane.

VII. EXECUTIVE SESSION

A motion was made (Bennett) and seconded (Blanks) to go into executive session to discuss possible violations and hold hearings for three owners. Motion passed unanimously.

After executive session, a motion was made (Barnhouse) and seconded (Blanks) to assess noncompliance fees of \$50 per occurrence and \$50 for any additional similar violations for three owners. Motion passed unanimously.

A motion was made (Hunter) and seconded (Barnhouse) to send a letter to an owner regarding a violation to the Pet Policy and Parking Policy. Motion passed unanimously.

A motion was made (Auwarter) and seconded (Blanks) to send a letter to an owner regarding nuisance behavior. Motion passed unanimously.

A motion was made (Blanks) and seconded (Hunter) to send a letter to an owner regarding a violation to the Pet Policy. Motion passed unanimously.

VIII. NEXT MEETING DATE, TIME, LOCATION

The next meeting will be held on April 12, 2022 at 6 pm at Living Water Ministries – 1071 Waterlick Road, Lynchburg, VA 24502. Future meetings are listed online at www.braxtonpark.com.

IX. ADJOURNMENT

There being no additional business to discuss, the meeting was adjourned at 8:02 PM.