



**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**

May 16, 2022

Pending Review/Approval at Next Board Meeting

	<b>Name</b>	<b>Position</b>	<b>Term Expires</b>
Board Members Present:	Devin Snelick	President	2022
	Lauren Blanks	Secretary	2023
	Teresa Hunter	Treasurer	2024
	Cassidy Auwarter	Director	2024 (via phone)
	Brooke Scott	Director	2024
	Cheryl Bennett	Director	2022
Board Members Absent	Zak Hayes	Director	2023
	Vacant	Vice President	2022
	Demond Bolden	Director	2023
Others Present:	Nikki Pritt	Association Manager	
	Jamie Scott	Owner	
	Debbie Wooten	Owner	
	LaVern Stark	Owner	
	James Williams	Owner	
	Andrew Rigney	Owner	
	Stefan Reinhardt	Owner	
Chris Keesee	Owner		

**I. DETERMINE QUORUM AND CALL TO ORDER**

A quorum was met with six board members in attendance, five in person and one via telephone (Auwarter). The meeting was called to order at 6:27 PM at Living Water Ministries located at 1071 Waterlick Road.

**II. OWNERS FORUM**

James Williams recounted an incident involving his dog and another dog on 5/15/22. His dog ended up with over 20 stitches. He has concern regarding the other animals and residents in the neighborhood because of the other dog. The Board will discuss and determine the next steps in Executive Session.

LaVern Stark asked questions regarding his current color of deck stain that was approved by a previous board in 2016. He asked if he was grandfathered in or if he would have to redo his stain. The Board will take a look at the current color stain on his deck and get back to him. He also reported that an AEP light is staying on all the time at the mailboxes near 134 Mallard. And the pond fountain light was not working.

### III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Blanks) to waive the reading of the April 12, 2022 minutes and accept them as written. 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 April 30, 2022 and file for record. Motion passed unanimously.

### 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 the ground is dry. RSG Landscaping is the Contractor. Total cost for Pond A repairs/improvements is \$9,400.

**Pool Work and Schedule** – The work will begin when weather allows. Temperature must remain above 60 degrees in order for the primer to adhere properly. The pool will open once the work is complete.

**Pond Fountain** – Complete.

**Tree Trimming** – Management is working to obtain estimates from additional contractors for tree trimming.

**Sidewalks on Mallard** – One building had their private sidewalks eroded by the ice melt chemical placed on the sidewalks by the snow removal company. After consulting with the association attorney, the Board has determined that the association is responsible for repairing the damage. Estimates were obtained previously and the board approved at the last meeting. Management is having difficulty getting a response from the contractor.

**Pool Opening** – The pool will open when the work is completed on the pool surface, pool coping and tile work. 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 30<sup>th</sup>, but the closing date is dependent on the weather. 2022 Pool Forms will be mailed to owners to return and have their keys activated. A 2022 form must be on file before keys will be activated.

**Deck Staining** – A letter was sent notifying all owners with decks that their deck must be stained one of the approved colors by June 1, 2022. An inspection will take place after that time.

**Pressure Washing** – A motion was made (Hunter) and seconded (Blanks) to approve the estimate from All Washed Up. Motion passed unanimously.

**Sealcoating on Mallard** – A motion was made (Hunter) and seconded (Snelick) to approve the estimate from Young Sealcoating for asphalt sealing on Mallard.

### VI. NEW BUSINESS

**Architectural Change Request** – Two owners submitted architectural change requests. However, the board was unable to determine certain specifics regarding the requested changes. Management will go back to owners with their questions.

**VII. EXECUTIVE SESSION**

A motion was made (Blanks) and seconded (Snelick) to go into executive session to discuss possible violations. Motion passed unanimously.

After executive session, a motion was made (Snelick) and seconded (Hunter) to send a letter requiring that an owner or resident remove a dog from the townhome that has been determined to be dangerous. Motion passed unanimously.

**VIII. NEXT MEETING DATE, TIME, LOCATION**

The next meeting will be held on June 23, 2022 at 6 pm at Living Water Ministries – 1071 Waterlick Road, Lynchburg, VA 24502. Future meetings are listed online at [www.braxtonpark.com](http://www.braxtonpark.com).

**IX. ADJOURNMENT**

There being no additional business to discuss, the meeting was adjourned at 7:57 PM.