

Villages at Westminster Homeowners Association
Board Meeting
July 27, 2022

The meeting was called to order at 7:00 p.m by President Kelly Coronel. BOD Members in attendance: Ray Gdovic, Pat Duggan, Brian O'Malley, Charlene Sheets and Non-Voting Board Member, Chuck Speigner. Also attended by Beth Black from Dodson Property Management. The meeting agenda was posted on the VaW website and emailed to residents.

Officers Report:

President: Kelly Coronel deferred most of her comments to the old business portion of the meeting.

Treasurer: Raymond Gdovic reviewed the Treasurer's Report as of June 30, 2022.

Secretary: Charlene Sheets previously sent the meeting minutes from the BOD meeting on May 18, 2022. Pat Duggan motioned to approve the minutes. Brian O'Malley seconded the motion. The BOD voted to approve the minutes.

Committee Reports:

ARC: Chuck Speigner - Chair gave the ARC report. One violation notice was issued and several courtesy letters mailed to homeowners. Three homeowners have submitted applications for improvements. Two were approved and one is still under review.

RV Lot: Raymond Gdovic gave the report for James Hazelwood - Chair. Visual inspections of the lot take place on a regular basis. One request for a 20 ft space was received. James River will address the overgrowth in the lot.

Communications: Pat Duggan - Chair gave the Communications report. More volunteers are needed for the committee. Appfolio with Evernest will be available July 28, 2022 for homeowners.

Pool Committee: Kelly Coronel gave the Pool Committee report for Darcia Lezotte - Chair. The pool opened on Memorial Day Weekend. The Social Committee raffled off a Summer Basket and residents from Powner Court provided hotdogs, chips and watermelon for those at the pool on Monday. A group gathers on Monday, Wednesday and Friday at 10:15 a.m. for Water Aerobics. The Kraken Swim Team started practices on Tuesday, May 31, 2022. There are 37 kids on the team - with 12 being new to the team. Two Warhill Graduates will be Swim Team Coaches.

16 swimmers swam qualifying times in 45 events for the Virginia Peninsula Swim Union Championship Meet. The meet will be held at 757 Aquatic Center on July 30th. The Swim Team will sponsor a Glow Swim on July 30th at 7 p.m. The cost is \$5 per person. The Swim Team purchased new lane lines from fundraising for the past nine

years.

Clubhouse: Jeannette Potter- Chair gave the Clubhouse report. More volunteers are needed. Committee Volunteers move the trash totes each week for pickup and frequently check the clubhouse doors. Committee members inspect the clubhouse before and after rentals and inform Dodson Property Management if renters should be charged a cleaning fee. Six rentals were scheduled for June and July. Renters are able to access the pool house with their pool pass. The clubhouse is used each month for Volunteer Committee meetings such as The Grounds Committee and ARC. The carpets and furniture were professionally cleaned in June.

Social: Kelly Coronel gave the Social Committee report for Lauren Glascock - Chair. The turnout for the Fourth of July parade was great! There were about 75 neighbors in attendance. The Social Committee gave out necklaces and popsicles. The Social Committee will be hosting a picnic on Saturday, July 30, 2022 in conjunction with the Glow Swim fundraiser.

Grounds: Charlene Sheets - Chair gave the Grounds report. The Grounds Committee has completed several tasks. Bids are being sought for the removal of approximately 17 stumps throughout the community. Three benches have been purchased and will be installed along Wellesley Boulevard. Bids are being sought for plantings to help control the erosion on the Clubhouse hill and Mayfair Circle hill. A proposal is underway for replacing the landscaping at the Chelsea Crescent/Glenwilton corner using native plants. Landscaping at the Kensington sign is scheduled for the fall. Bids are being sought to trim the willow oaks by the Kensington sign.

Property Manager's Report:

Beth Black gave her report. A note for clarification from the Williamsburg office of Evernest:

Owners have received several email correspondences from Foster Haynes, Director of Association Management, about upcoming changes to the financial platform, moving from Tops One to Appfolio. Here are a few of the frequently asked questions: Why is this important to know? This affects several aspects of your participation in the Homeowners Association: how to make your dues payments and use of the voluntary "portal" system.

How to make your HOA dues payment: Villages at Westminster owner dues are paid semi-annually. The new payment address will begin with your next payment-invoiced in December for January 2023. The new mailing address for your check/money order is provided below. Be sure to place your full association address(not an off site address) and your association account number on your check memo block. If you are on a payment plan, send payments to this address below effective immediately. Checks are made payable to The Villages at Westminster Homeowners Association. If you have paid your August assessment, our office will work with you to ensure your account is accurate with no late fees. Depending on how you have been choosing to pay your dues, **you will**

need to update your bank's online payment system or update the mailing address to the following:

Villages at Westminster Homeowners Association
% Evernest
P.O. Box 62615
Phoenix, AZ 85082-2615

I set my bank account up with Pacific Western(formerly Union) bank at www.hoabankservices.com, what should I do? You can go onto the site and end your participation, however, note that all of these accounts will be deleted by the Evernest accounting team. The goal date to delete accounts is August 1, 2022. What is my Association account number? Your association account number with Appfolio will be emailed to you between July 28 and August 2, 2022. If you do not have an email address you will receive the information via regular US Mail. This account number is a unique number associated with your association home address that allows secure lockbox deposits of your payment. Why is this secure lockbox important? It helps reduce the risk of check/account fraud with your routing and bank account information. How do I contact the Management Company? For fastest assistance, please send questions to the HOA desk: HOAdesk@dodsonpropertymanagement.com What is a "portal"? You will receive an email invite to join Appfolio at the end of July. This portal is voluntary and designed to make access easier as a homeowner. The portal does not integrate with the association website, www.villagesatwestminister.org. After the portal is available you will have full access to view your account, however, it may take a few weeks to a month to have all the files with documents and forms fully available in your community portal.

Homeowners Comment Period:

One Homeowner requested to comment during this period. The Homeowner expressed concern over the lawn maintenance at 6236 St. John's Wood. The Board agreed this was an issue and determined the best course of action was to contact James River.

Old Business

- Facilities Manager (Team) Update
- Infrastructure/Erosion
- Pool Area Erosion

The grant that was submitted in September 2021 has been rolled over by James City County to 2023. The work would begin in the winter of 2023.

Bids will go out by James City County and selection of contractors will be made with the work beginning in the winter of 2023.

Phase 1: regrade and stabilize the slope to protect the pool.

Phase 2: install the trench/drains and remediate the area

We (VaW) must complete the regrade and stabilize the slopes to protect the pool as soon as possible (2022).

John (James City County) is advocating to move forward with Phase 1 of the project sooner rather than later to ensure that the pool is stabilized. This part would be paid for by the HOA.

- Chelsea Crescent Wetland Drain

Currently, with all of the rain we have had in the past month, the added rocks have helped the drainage as well as the debris that collected in that area. We will continue to monitor while waiting for VDOT to inspect the drain.

VDOT did come into the community and do their quick bandaid repair with dry concrete bags. Dodson has a call into VDOT , as the original plan was to meet them to discuss.

- Sinkhole at retention pond behind 6172 S Mayfair Circle

Currently there are two bids to complete the work:

Scott Massey, who presented his bid at our last VaW meeting.

Bauder Contracting & Engineering

This proposal was not apples to apples to Scott Massey's proposal. This proposal is to fill the sinkhole. It does not cover how they are getting to the sinkhole or how they intend to fix the problem to prevent future sinkholes. The property has now identified a second sinkhole adjacent to the manhole. ●

- Weathersfield Natural Land

We are reaching out to the County to schedule a reinspection of the area to release the violation

- Repainting of the main Entrance Sign

The work was completed with the change from "of" to "at"

- Sidewalk Repair

The work to repair the uneven sidewalk on Wellesley Blvd has been completed

New Business

- Pond Fountain 1:

As most of you have noticed, our fountain is not producing as it should be. After inspection, many issues were found and replacement was recommended. The lights were found at the bottom of the pond. All of the bulbs were burnt out.

This fountain was installed in 2004. Much of the hardware is outdated and any future investments should be directed towards replacing and upgrading versus repairing. Repairing the old light string compromises the seals and greatly increases the chance of leaking. After the bulbs are replaced, bell clamps, gaskets and the surge protector which is standard on all fountain systems, the cost is equivalent to replacement.

- Pond Fountain 2:

During the regular maintenance visit, Solitude found the air compressor for the aeration system is not operating properly. The system cannot build enough pressure to operate all the diffusers as designed.

This system is 8 years old. The recommendation is to replace the gaskets and seals and repair the compressor. The manufacturer recommends replacing the gaskets and seals annually.

Additionally, the area surrounding the aeration housing cabinet has become overgrown with vegetation that needs to be removed. This will also help reduce the amount of debris that accumulates in the unit.

Pool Repairs/Purchases

- Our pool vacuum required a new battery which has been purchased, as well as, the motor/power cord replaced. The cost of repairs was \$725.00. The request was sent by email. Raymond Gdovic motioned to approve. Pat Duggan seconded the motion. All were in favor of approving \$725.00 for the replacement of the pool vacuum motor/cord.
- Cost of replacing the battery was \$100.00
- One of the pool light bulbs will be replaced at the cost of \$275.00 ● Since the opening of the pool there have been 6 umbrellas needing replacement. New umbrellas were ordered, delivered and installed.
- Continental presented a Fuel/Supply Charge. With the rising costs of supplies, labor and fuel, they had to offset the expenses with this charge.

Announcements

- The Social Committee is hosting a Summer Picnic on July 30th in the Clubhouse Field prior to the Glow Swim. The picnic begins at 6 p.m. and Glow Swim at 7 p.m.
- NNO (National Night Out) is Tuesday, August 2nd from 5 - 8 p.m. James City County neighborhoods are invited to join forces with police and thousands of communities nationwide for the 39th Annual event. Many neighborhoods are already making plans for block parties, cookouts and visits from the County Police, McGruff the Crime Dog and JCCPD's X-treme 5-0 Monster Truck.
- Super Turf Saturday, August 6th 9 - 11:30 a.m.
Learn lawn care from experts at Super Turf Saturday at the James City County Recreation Center, Community Rooms A,B and C.
- The Pool will close on Monday, September 28, 2022