

SACHEM'S HEAD HOMEOWNERS ASSOCIATION, INC.
Minutes of the Annual Meeting of Members
June 11, 2019 6:30 p.m. – 8:30 p.m.
Midlothian Branch of the Chesterfield County Public Libraries
521 Coalfield Road, Midlothian, VA

Board of Directors in attendance:

Karl Grimsley, President
Carol Horner, Vice President
Barbara Havens, Secretary

Twelve (12) homeowners were in attendance and seven (7) homeowners' proxies were received for a total of nineteen (19.) There was no quorum.

Welcome

President Karl Grimsley welcomed everyone and introduced the Board of Directors. Karl informed those in attendance that the purpose of tonight's meeting was to elect Board members and to vote on any neighborhood business. To do either of these a quorum must be present. Karl noted that **a quorum of members had not been attained by those in attendance and proxy as 53 or more of the homeowners were not represented.**

The Board of Directions' Positions and Duties

Using PowerPoint (attached at end of minutes), Karl reviewed what the powers and duties of the Board of Directors are, emphasizing that we are there to maintain the recreational and common areas and to establish rules/regulations for the maintenance and safety of subdivision as a whole. The Board of Directors also meets to discuss issues brought to their attention by residents.

Currently there are three (3) voting positions on the Board. There is an odd number of positions to avoid a tie during voting. The Board cannot act on an item unless two or three members agree. Since there is no quorum, voting on Board members cannot take place. The Board does have the power to vote on vacant Board positions so please contact the Board if you are interested in serving on the Board. Questions from those attending about the Board and its duties were addressed and clarified.

Business of the HOA

Because there is no quorum, business of the annual meeting cannot be conducted. A suggestion was made to mail out a ballot to all HOA members with the request to change the quorum for the annual meeting from a majority (53 or more homeowners) present to a number more representative of those in attendance at the annual meeting so that business may be conducted.

Lucks Lane Update

Completion of Lucks Lane expansion is behind schedule due to weather-related delays. The traffic lights at Sachem Head's entrance will begin blinking Mid-July and will be fully functional after all entrances are reconstructed, hopefully by October. Final completion date is projected to be late Spring of 2020.

Virginia Conservation Assistance Program (VCAP)

Carol Horner explained the new grant proposal (see attached PowerPoint.) The proposal shows a combination of riprap and native plants and grasses along the lake path on either side of dock at the end of Spring Cress. Area will also have mulch.

Questions were raised as to when areas in the back of the subdivision will get plantings/mulch. Carol explained that areas most susceptible to erosion were given priority by VCAP. On Monday (June 10th) Karl, Barbara, and Carol walked the lake path with a specialist from Chesterfield County to determine lake shore erosion, etc. The property, according to the specialist, is in pretty good condition with little erosion, though some drainage problems noted that needed riprap.

Other resident concerns:

- Electrical boxes on Needle Rush (snakes and brush)
- Bridge over inlet water (repairs needed)
- Erosion (Needle Rush/Water Willow area) with the suggestion of putting down some grass seed. Trees roots are exposed and will eventually fall down.

Lake

Karl, along with the other two lake HOAs, met with a representative from Chesterfield County. The County owns the lake and is responsible for it. They will not do any lake maintenance until after the completion of the Lucks Lane project. The orange barrier areas will be dredged by the construction company. There will be damages so residents should be prepared for this (2020). The County owns all the inlets, drainage pipes, etc. including those near the bridge but will not do any work until after Lucks Lane is completed. The deepest part of the lake is near the dam (16 feet). Plotting of the lake was done completed over 10 years ago concluded that the lake was a "shallow lake." Dredging of the lake is supposed to be done ever 10-15 years but has not been done in over 30 years. Again, this is to be done after Lucks Lane project. The County is adamant that NO chemicals should be put into the lake, including those used to treat algae. Concern was expressed that drainage pipes and ditches are significantly clogged with leaves and other debris, so what will be done about this? Can covers be placed over the pipes and ditches to keep leaves/debris out? The representative from the County that was present on Monday will be looking into what can be done to alleviate or reduce the problem. The HOA can't do anything as it is County-owned. Dredging of the lake will remove much of the leaves, trash, and pine needles. Shoreline plantings in the back of the subdivision will not be done as the dredging will be causing some damage along the shoreline and would affect planting areas. Any current plantings will be removed to save them before the dredging takes place. We do not know specifically when/where dredging will take place at this time. The lake is seen as a "dead" lake in that there is little oxygen below the surface. To fix the problem, aerators (solar powered) should be placed on the bottom of the lake to aerate. This along with dredging should restore lake's vitality. Hopefully the solar panels' costs could be shared among the HOAs. This would not be until 2020 and the entire proposal would be posted on the website before we make any type of commitment.

A question was raised as to the possibility of removing the fencing along the lake. This is not possible as the fencing helps with erosion and geese control.

Financial Report

In the budget is the "reserve funds" which are to be used for creating a buffer along Lucks Lane between Evergreen Parkway and the power lines. Next year we will begin to look at various trees and shrubs to plant that will grow quickly with little maintenance and work well as a buffer. This will not occur until after the Lucks Lane project is completed.

The issue of removing dead/dying trees was brought up and a suggestion made to bring someone in who would provide a discount if the tree removal was done all at one time (residents). It was noted that there have been unscrupulous people coming in offering to cut down trees and then doubling the prices as they go along. Karl reminded everyone to use only people who are insured and mentioned that there are workmen listed on the Sachem's Head website that come recommended by various residents.

Karl asked if snow removal was something they would like to see continued. Last year there was only one big snow and the company removed the snow quickly and efficiently. We do not know how much snow will occur this winter. Those in attendance would like to see the snow removal continue for this winter.

After 8 – 10 years a new contract has been established with Cliff. Costs have gone up over the years with Cliff being very reasonable in what he has charged. The new contract includes more services for the common areas such as removal of leaves/debris and trimming of branches, trees, and shrubs.

To assist with budgeting the suggestion of doing "revitalization" of subdivision in phases was discussed, following a master plan. Each year money would be set aside to do one of the phases so that it wouldn't seem so overwhelming. This will be considered.

Karl brought up the increase of the Quarterly Homeowners' Association dues. The Board of Directors, through the bylaws, has the power to increase the HOA dues by up to 20% yearly. The Board has voted to raise the Quarterly HOA dues by \$10.00, making the dues \$64 every three months beginning with the October 2019 assessment. Those who pay yearly will be billed for the difference. The Board is also diligently pursuing those with delinquent assessment accounts (eight accounts out of 150). The Board of Directors has consulted with the law firm of CowanGates to review bylaws and regulations and to discuss course of action for delinquent accounts. Fines for violations of regulations will also be established.

National Night Out

This will take place the first Tuesday or Wednesday in August. More information to come.

Review of Action Items

The following items will be reviewed by the Board of Directors for possible action:

- Any questions or concerns should be submitted through the website
- Changing number needed for quorum at annual meeting
- Follow through with lake dredging, etc. with road construction firm and County
- Erosion/drainage issues around subdivision
- Development of phases for revitalization
- Establishing of fines for regulation violations

Karl thanked everyone for coming and adjourned the meeting.

Barbara Havens

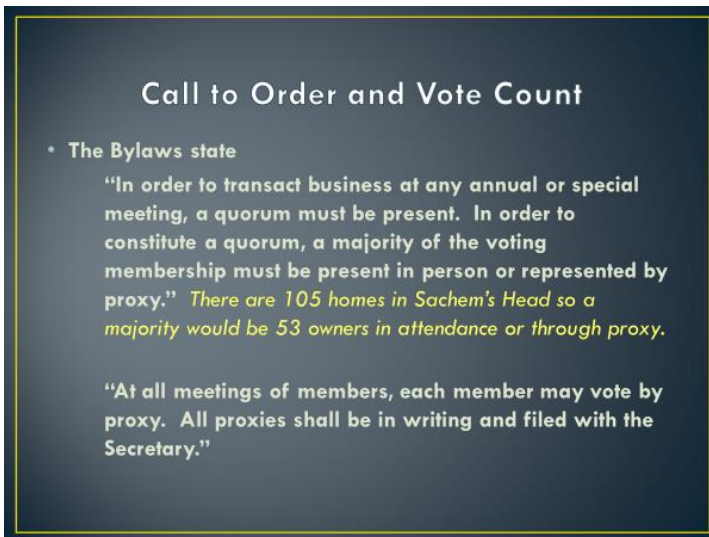
Secretary, Sachem's Head Homeowners' Association



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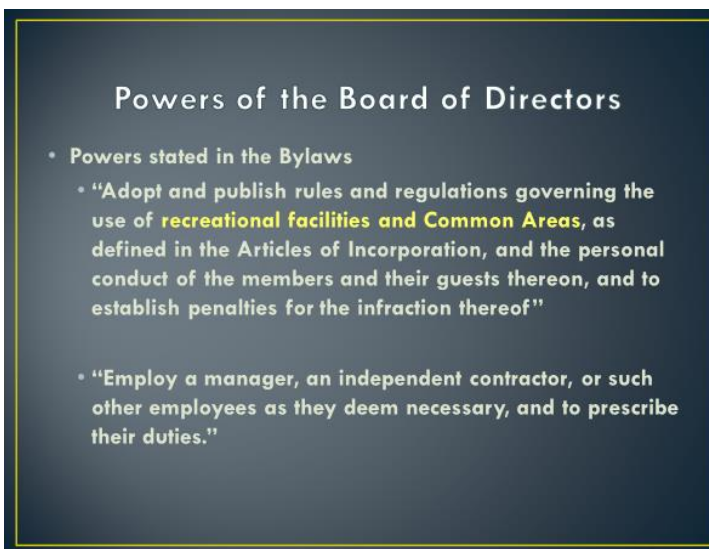
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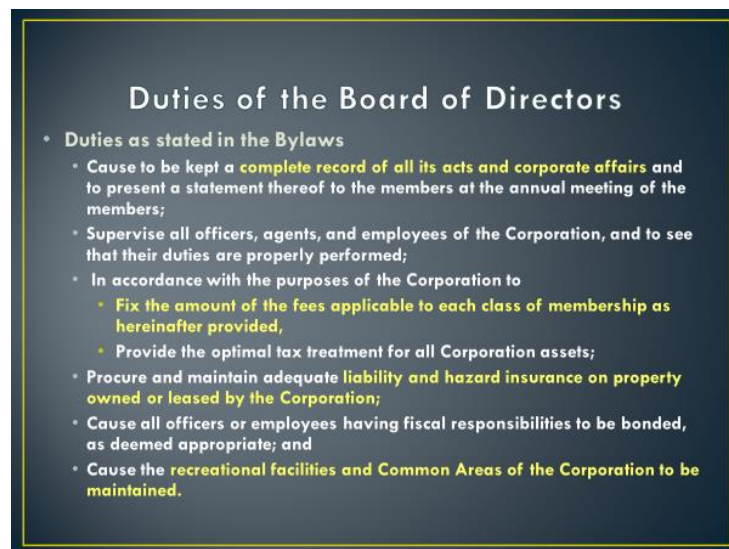
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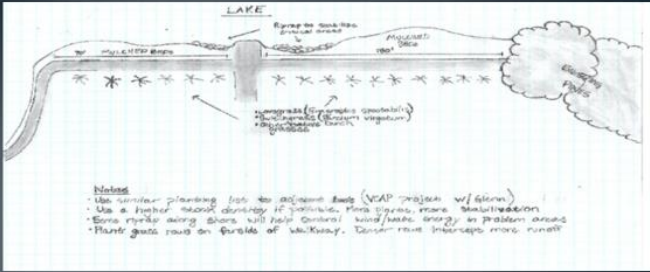
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Lucks Lane Project Update




- Project is behind due to weather / extra workmen
- Traffic light at entrance to Sachems Head will be operational by **October / November** after entrance is reconstructed
- Project's completion date is now projected to be **late Spring of 2020**.
- <https://www.chesterfield.gov/DocumentCenter/View/1463/Lucks-Lane---Pardon-Our-Dust-Meeting-Powerpoint-Presentation-PDF>

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Notes:

- Use native plantings for the shoreline (VCAP project violation)
- Use a higher bank density if possible. This gives more stabilization
- Some native grass plants will help control wind/wave energy in shallow areas
- Plant grasses on banks of walkway. Don't have intercepts more runoff



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Budget Review

- **Spending to Date**
 - Downed trees and dead tree removal
 - Snow removal
 - Signs for path
 - Grounds maintenance Contract for 2019 – 2020
- **2019 – 2020 Proposed Budget**
 - Quarterly HoA Fee increase
 - Legal representation
 - Delinquent HoA fees accounts
 - Fines for infractions / violations
 - Fines schedule and process

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VCAP Update

- In 2017 Virginia Conservation Assistance Program (VCAP) awarded us a ten-year matching grant of \$3500 annually to install native plants.
 - Prevent erosion and pollution of lake by pet waste, chemicals, and pesticides
- In 2018 Best Management Practices (BMPs) for Sachems Head were identified and native plantings done by Cross Creek Nursery.
- In 2019 Carol is writing the grant to prevent erosion in area near dock at end of Spring Cress.

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Lake Erosion Update

- In budget ????
- Dredging ????
- Riprap ????
- Cutting down foliage / brush ????
- Geese ????

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Questions and Concerns

- Actionable topics
- Suggestions
- Email addresses
- Adjournment

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