

August 20, 2005

Lakeside Development Homeowners Association
Board Meeting

Attendees:

Bill Dodson

Ron Wible

Julie Driver

Pam Santoro

Barney Stine

Jim Holbrook

Barbara Quantock (homeowner)

The meeting came to order at 11:00 a.m. and the above-mentioned attendees were present. The first topic of discussion was old business. The minutes of the last meeting were read by the secretary, Pam Santoro, to all Board members.

Old Business:

The issue of standing water behind Surrey Club Lane as a result of poor drainage was discussed. After the last meeting, Bill, Ron, Tony, Julie and Pam visited the property in question. Bill said the water is collecting there because water will not drain uphill, which is where the drainage pipe is situated. Ron stated that he noticed that the drainage pipe is about a quarter-mile long. Barney said that David Hepler's development company built Lakeview townhomes; therefore, he was likely the entity responsible for the poor design and building of this drainage system. Barney mentioned that, at the time, the drainage system would have had to be approved by Frederick County (via inspection).

Bill said that the LDHOA business year ended as of June 30. He distributed the most recent Balance Sheet received by Sareen and Associates to the Board members. There was a balance of \$43,893.66 in the checking account before the dues were collected (bills did not go out until July and were not included in this accounting). Before fees were collected, current assets were \$46,487.86. Accounts receivable amounted to \$2,594.20, and it was discussed that the outstanding dues were probably related to those homeowners who sold their homes and moved on without paying up this year's dues. Barney mentioned that if a homeowner sells a home "by owner", it is harder to collect back fees than it would be if the home were sold by a realtor. Barney suggested that, if this is the case, we should probably write this off. Bill said we can only collect if we file a lien via Mark Stivers. Jim suggested we generate a form to present to homes that are for sale "by owner". Pam mentioned a neighbor of hers who is willing to pay but never received a bill.

Bill mentioned that we do not have a new contract with Sareen, so we are paying by the month. Barney mentioned that he thought we had all agreed at the last meeting that Bill

should look into forming a new contract. Bill said he would pursue this matter and renew with Sareen.

Julie said Appleton Downs is using White Properties for property management and they are under contract through 2005. Bill said we could probably get Sareen to do a contract cheaper for them. Appleton has two separate accounts: a maintenance account and a checking account for dues. Barney suggested that when LDHOA merges with Lakeview we use one property manager and that there should be two separate budgets: one for dues and one for maintenance.

Jim suggested that Julie bring the Lakeview Townhomes Association paperwork to the next Board meeting, at which time we should discuss the merger of Lakeview with LDHOA. Barney proposed we get a new contract, not to exceed the current 2-year contract with Sareen, even though it might cost more. Bill said that Mark Stivers, and someone from Sareen, should be present the September meeting for this discussion, and it was decided that the September Board meeting be held on October 1st at 10 a.m. at Bowman Library. Bill will ask Mark S. to come. Barney suggested we review the bylaws and discuss the “fining structure” at the September Board meeting on October 1st, and we can convey the results to the general homeowner membership for information purposes only. The fine structure will be in effect October 1st (i.e., fine for abandoned cars, enforcement of storage of trash can, and other violations of the bylaws).

Barney asked if Jim would extract whatever is law regarding fine structure from the current bylaws. Jim agreed that he would. Bill passed a packet to Jim containing the Virginia State law for governing HOAs. Jim said he would review the paperwork.

Jim suggested every board member make a list of what should be subject to fines for the next meeting on October 1. Julie mentioned that someone put up a new door that is not uniform in color, which could be against the bylaws.

Bill reiterated that Mr. Stivers wrote a letter to Mr. Holliday telling him that all trailers on his property had to be moved (his tenant, Mr. Anderson, kept excessive equipment on his lot). Bill presented the letter to the Board members for reference. Bill said that the LDHOA would have taken this issue to court on August 8th, and the equipment was moved on August 6th. On August 12, Bill received a letter from Mr. Holliday, which he read aloud to the Board members. It was mentioned that some people have either a boat or a camper aside their homes, but they are not excessive and don't look bad on the property. On the contrary, the situation on Cascade was becoming excessive in nature. One camper, or one boat, is more reasonable than multiple vehicles or equipment on one property. Tony and Barney had met with the tenant and explained what was allowed and what was not allowed, and they also told the tenant that it was Mr. Holliday's responsibility to enforce that fact that the equipment would have to be moved. Barney said that he and Tony were specific with Mr. Anderson about what had to be moved.

Jim reminded the Board that there is a county law that says that anything over 25' cannot be parked in a driveway, which is in the Frederick County ordinances. Complaints have

always be answered by the Board once the complaining party filled out a complaint form, which would get presented to the Board if there was a question or problem with a bylaw. With a complaint, the Board will respond by enforcing county ordinances and/or LDHOA bylaws.

Bill mentioned that there was a red Neon parked on Woodridge for 6 months, but it has been moved. It was parked in front of Barbara Q.'s house (117 Woodridge). Bill notified the owner of 115 Woodridge, who stated that neither he nor any of his tenants owned the car. Bill left it at that with the owner, but he later found out that the lady across the street's old boyfriend owned the car, and the new boyfriend pushed the car out of the driveway. The lady was confronted by Bill, who told her that the car was going to be towed by a certain date. The day before the day it was to be towed, it was moved. The situation has been resolved.

New Business:

In October, it was agreed by all members of the Board that we will have to specify what is allowed to be parked on a property. Julie stated that the homeowner population would need to be made aware of any laws and ensured that the rules will be enforced, but only if a complaint is filed. For example, if a boat is parked in a yard, that homeowner is at risk for complaint because having a boat in your yard is in violation of the bylaws. The complainer must show that the offense is in sight of their residence.

Barney suggested we should keep a list of satisfied complaints. Pam offered to keep a list of new, and satisfied, complaints if members would send them to her. Bill mentioned that he gets complaints every day by phone. Jim suggested that we either tell association members to get a complaint form off the Web, or we could send out a complaint form to the member's address, if necessary. Pam suggested we keep blank forms in the library, and Jim said Sareen would keep a tray of complaint forms for us for members to access should they want to complain.

Bill said someone called and said a neighbor called the police on him because his dogs were running wild. Bill said the LDHOA does not get involved in a personal dispute. Barney said we haven't used our County government as much as we could (i.e., Sheriff's dept.), and we probably should when appropriate. Barney suggested that, at a general membership meeting, we invite our County supervisor and explain that he/she can be called and will provide support to homeowners in some instances. Bill said the forum would be strictly for discussion of LDHOA business and not for political purposes. All agreed on this.

Julie stated that she had received a complaint from a homeowner that one of the neighbors, a tenant (not a homeowner), is running a child care business out of the home and that the kids were running up and down the street, which shouldn't be happening. If someone is running a child care business in the home, there are two issues involved: 1) a day care provider must be licensed, and 2) there is a social services issue if children's safety is being jeopardized. Social services can be notified and the address of the day

care business can be provided. Social Services will go to that address and ask for a license, and if the day care provider is not licensed they will be shut down. We need to notify the homeowner in this case that County regulations must be followed. Julie wanted to know if she should notify Social Services first – if so, she needs to find out who the homeowner is. The person who notified Julie had requested anonymity. This topic will be on the agenda for the October 1 meeting.

Jim motioned to adjourn, and Barney seconded the motion. All were in favor.

The meeting was adjourned at 12:20 p.m.