

**POTOMAC CREST CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES**

Occoquan Elementary Library
12915 Occoquan Rd, Woodbridge, VA 22192

November 1st, 2018

Board Members Present: Amit Vora, Salvatore Ales, Harry Moon

Board Members Absent: Heather Turner, Christine Hilliard

Others Present: Judy Wickey, Gabrielle Grove, Terri Bright, Paula Giammarco, Ann Caughey, Karie Lindemann, Jessica Tipton, Lindsey Reynolds, Julio E Reyes, Ana Cornejo, Carl Warren, Kristoffer Smith, Kamal Malhis, Brian Tenney, Kaye Woody.

- I) Call to order
 - a. The meeting was called to order at 6:35 PM by Amit Vora.

- II) Approval of Agenda
 - a. **Motion by Amit, seconded by Harry, to approve the agenda as written.
Motion carried.**

- III) Approval of Minutes
 - a. **The minutes will be edited and reviewed at the next meeting.**

- IV) Board Officer's Reports
 - a. None

- V) Committee Reports
 - a. Covenants/ARC
 - i. Flag Pole Draft Regulations
 - 1. Harry Moon reviewed changes to draft flag policy.
 - a. Location where flag staff would be installed.
 - b. Finial and topper changed from all colors to just white or silver.
 - 2. Committee requested Board approve flag policy
 - 3. **Motion by Harry, seconded by Amit, to approve the flag policy as proposed. Motion carried.**
 - b. Grounds and Maintenance
 - i. The committee met with five companies for proposals for over seeding and to get feedback on current maintenance. Landscapers suggested the community execute the contract as soon as possible.
 - c. Social/Communications
 - i. None

- d. Parking
 - i. A parking reminder notice was sent out to all unit owners. Management is working to have unit owners register all vehicles.
- e. Ad Hoc/Other
 - i. No report.

VI) Management Update

- Completed Legal Expense Review and Summary
- Completed site visit for deck color and a/c drainage, compiled report
- Started FHA approval Application
- Completed site visit with Becht Engineering and developer
- Discussed payments with two unit owners
- Sent two parking reminders
- Scheduled seed project for common grounds
- Discussed lawn contract with vendor
- Scheduled Irrigation Winterization
- Discussed maintenance items with USA Contractors
- Sent violation letters/notice letter to unit owners.
- Discussed continued light pole repairs with electrician and Board
- Discussed pet waste with an owner.

Harry Moon Encouraged unit owners to inspect units and send information for any noted damage to management.

VII) Old Business

- i. 2019 Draft Budget
 - 1. Deferred until next meeting.
- ii. 'No Parking' Request
 - 1. Road Measurements are 28 feet 6 inches, and based on 303.01 the street would qualify for a fire lane on one side of the street pending application and approval with the fire department.
 - 2. No Update
- iii. Light Pole Repairs
 - 1. The prior electrician is proposing different repairs than initially stated. Amit has requested management contract for a different electrician to come out and review.
- iv. Snow Contract
 - 1. Deferred until next meeting.

VIII) New Business

- a. Pet Waste Station
 - 1. Will review with management at next meeting
- b. Owner Request

1. Enforcement of Pet Rules.
 2. Defined Time limits for guest parking.
 3. Install sign near 12802 Lotte that states No Trespassing.
 4. Children from ORC playing football on driveways.
 5. Unit Owner request to have deck and railing power washed.
 - a. Owner will have to present vendor license to management.
- c. Deck and A/C Summary
- i.

IX) Open Forum

- a. Gabrielle Grove – Has the Board asked Basheer for reimbursement of legal fees. If parents come to visit from out of town, do they need permits to park in driveway. What do they pay the management company to do? How often does the Board reach out to the attorney? What is the fire pit charge?
 - i. Harry Moon responded that management presents tasks in the Board Packet. They provide services the Board doesn't have time to give. They have expertise that Board members don't and assist in working through items.
- b. Terri Bright- Management is supposed to be doing walkthroughs and reports provided to the Board. Is that being done? She believes there are violations occurring at units and believes this should be reinforced if not occurring on a regular basis.
- c. Paula Giammarco – She received the letter and put the permit on her car. Is the parking enforced on streets as well?
 - i. Harry confirmed common element parking refers to visitor parking spaces. It was disclosure to unit owners that there are two spots, one in garage and one in driveway, for each unit. The visitor spots are for visitors only. All unit owners should register with management, even if they registered with the prior manager.
- d. Ann Caughey – Asked where Heather and Christine were. Asked who completed the deck inspections. Stated Amit's term was up November 11th. She stated per the Bylaws the call for nominations was not sent out in proper time. She stated there is a lack of proper notice of meetings. Submitted a complaint of the cease and desist notices sent to her and will submit formal complaints. She is asking that for future items involving her property the three board members present recuse themselves from any conversation to do with her unit.
 - i. Harry replied Heather, Christine, and Jonathan from Sentry were absent from the meeting due to other personal commitments. He stated Jonathan completed deck inspections. He stated the prior meeting notification was out with seven days' notice, and the goal of the Board and management was to choose a meeting space that would be child friendly so daycare/babysitting was not necessary for those parents who wished to attend meetings.

- ii. Amit replied that nomination forms had been sent out the Monday prior.
- e. Jessica Tipton - Have lived here since March. In timeframe she has been let down more and more each month at how awful people are to each other. About a month ago her husband and Carl power washed the unit to remove spider webs. She requests any unit owners who had issues with their unit to address she and her husband specifically.
- f. Lindsay Buckner - If an owner parks in the visitor spot is the decal good enough to not get towed? Asked about legal fees on special meetings, and asked if it was all from Board Dismissal.
 - i. Harry – Any resident that lives in Potomac Crest should not park in a visitor spot. He indicated the costs for special meetings were not all for the Board Dismissal meeting.
 - ii. Sal Ales – Stated that if the vehicle has a decal it will not get towed from the visitor spot.
- g. Ana Cornejo – She does not live on site but is questioning what the issue is. She stated the Board member are volunteers and are there to do their best. She is looking at all present and encouraged all to treat others the way they want to be treated. The Board is not paid and they are doing their best.
- h. Kris Smith – People are upset with the way the management company is operating. They published information without his permission and do not respond to his emails/request for information on the draft flag policy. He stated the way the Board is facilitating meetings like this is malicious.
 - i. Harry stated Management reached out to him regarding the draft policy and it was his delay on the flag policy. He stated there are some communication items they will be discussing with Management. He stated the board is trying its best to facilitate meetings.
- i. Kamal Malhis – He has lived in different communicates and worked with many different people. It seems there are people here who are trying to practice their presentation skills on them. The Board works for unit owners and needs to act professionally, whether they like him or they don't. The board is fighting with everyone there and they should basically walk the neighborhood and apologize if they have done anything against unit owners. He asked if the Board weighed benefit and cost of work being done pursuing the developer. He does not see where his money goes in comparison to the amenities offered. He believes the Board should stop the interaction with Basheer.
- j. Brian Tenney – He has been coming to meetings for two years and there are more people coming to meetings now that are unhappy with how things are handled. He had asked a question about expenses last month and was wondering if the financial summary is the response. He was wondering what the plan is to stop the bleeding of expenses.
 - i. Amit indicated financial details are in packets and the legal cost chart was in response to a unit owner's comment from September.

- ii. Sal indicated this board is working to complete the process that the prior two board had started and get as much value out of the process as possible.
- k. Various owners discussed the management company and indicated they were not happy with the performance. They believe the management company should talk with the unit owners and not just the Board about any grievances the unit owners have.
 - i. Amit asked if a special meeting with just the management company would be something the Association would be interested in attending. He indicated the board will be bidding out the contract to see if a switch will be beneficial to the Association.
- l. Kaye Woody – Her issue is with parking and she was worried about parking during the holidays. Her second issue is with gutters. She sent items to Management and has not heard back.
 - i. Harry indicated owners should report all damage, and the Association will be working to follow up with Basheer on any items that apply.
- m. Board replies to the September Forum are included at the end of these minutes.

X) Executive Session

Motion by Amit, seconded by Harry, to enter executive session at: 8:29 PM.
Motion by Amit, seconded by Harry, to exit executive session at 9:29 PM.

XI) Reconvene Board Session

XII) Adjournment

Motion by Amit, seconded by Harry, to adjourn. Motion carried. Meeting adjourned at 9:29 PM.

Respectfully Submitted,

Sal Ales, Vice President
By Jonathan Oie, Sentry Management

Date Approved: _____ *Signature:* _____

Board Replies to Prior Forum

Sal Ales

There is a misperception by some neighbors that certain people in this community tend to call the police as a knee-jerk reaction to any disagreement.

This misperception stems - in part - from a lack of knowledge about the true nature of specific, abusive incidents and maybe only hearing one side of the story.

Regardless of your own disposition on such matters, my suggestion is that you go out and talk to your neighbors in the community and - as it may apply- ask why they have sought legal recourse.

Moreover, find out why **so many neighbors** have taken these - and / or other - steps to address very legitimate concerns.

I have prompted the following question to various neighbors over the past few months: what kind of neighborhood do you want to live in?

My basic query has facilitated more questions from various members of the community.

Questions like...

Do you want to live in a neighborhood where:

Some people make up their own rules, at the expense of all of us;

Some people put this community at undue liability risk;

Do you want to live in a neighborhood where:

Some others can't walk down the street without being harassed;

Some others can't sit on their own porch without being taunted;

Some others can't go to the mail box without being badgered about how they voted and why;

Some people can't enjoy any part of this community without being stalked / harassed;

Some people feel it necessary to walk around with - and rely on - a camera to protect themselves from false allegations and other lies or to document the aforementioned harassment, stalking and other abuses.

The above stated elements may not totally apply to you and your family, directly. Maybe some of you have been spared, for now, but that still kind of brings us back to the original question: what kind of neighborhood do you wanted to live in?

Harry Moon

During the open forum on September 6, 2018,

Mrs. Lindsey Reynolds stated the police were called on a regular basis and would like to see a reduction in calls. She also indicated that neighbors were not greeting or reciprocating a greeting.

And Mr. Brian Tenney stated just as the board is an advocate for civility in meetings it should be for civility in the neighborhood as well. He also stated law enforcement is not becoming of the Association.

The board cannot reduce the number of phone calls to the police or advise someone not to call if they feel it is necessary.

It is at the discretion of the community member calling the police.

As a matter of fact, our legal counsel stated that anyone is allowed to call the police for help and protection because that is what they are there for.

It is unreasonable for someone to make presumptions and or put limitations on who or when the police should be called.

- Yes, the board is an advocate for civility and the enforcing of it will be handled by the law.
- The board and law enforcement, together, will enforce the PCC bylaws and all provisions mandated by state law.

In general, when there is an individual who does not heed to conventional rules and boundaries of civility and respect or is a deviant to rules, the law and bylaws, the only logical and practical solution is law enforcement.

The reduction you, specifically, speak of will not occur until a certain individual stops making certain members of our community feel helpless and threatened in their entitled right for a peaceful livelihood and stops pushing the boundaries of the law or breaking the law.

On the statement of greetings between neighbors, the board or even the law cannot mandate that people greet each other. All people have the prerogative and reasons for greeting or not greeting anyone they want. Perhaps you can personally seek resolution by diplomatically approaching that neighbor on the matter.

Thank you

During the open forum on September 6, 2018,

Mr. Kamal Malhis stated police were called on his unit regarding a pet disturbance. He found the behavior to be offensive and a lie. He stated if there was any issue with him the individual should have talked to him directly.

And Mr. Kris Smith stated the board should engage in homeowner disagreements before escalating the situation to law enforcement.

The board, as of October 25th, is unable to respond on the referenced event because it is under investigation and therefore we are obligated to withhold all comments on the matter.

Thank you