



Hall Associates
Commercial REALTORS since 1975

Colonial Green Homeowners Association

HALL ASSOCIATES, INC MANAGING AGENT (540)982-0011
112 Kirk Avenue SW - Roanoke Virginia 24011

Chrissy Greene/Vice President of Association Management – cgreene@hallassociatesinc.com

MINUTES - BOARD OF TRUSTEES MEETING

May 13, 2020

Pending Review/Approval at Next Board Meeting

Trustees Present:	Joyce Graham Meredith Jones	Developer/Trustee Trustee
Board Members Present:	Steve Cronemeyer Neil Damgaard	President Treasurer
Others Present:	Chrissy Greene Kathy Ward	Association Manager Owner
Trustees Absent:	None	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with three out of four board members in attendance. The fourth board member joined shortly thereafter. Also present was Managing Agent Chrissy Greene and Townhome Owner, Katherine Ward. The meeting was called to order at 10:06 AM virtually via GoTo Meeting.

II. OWNERS FORUM

Any owner can attend the meeting to observe. They may also speak on any subject to the Board during the 15-minute owner’s forum. Items noted in the forum will be taken under consideration for a future agenda. Unit owners wishing to have a subject added to the current agenda must submit the information in writing to Management at least 10 days in advance so that the Board has an opportunity to research the issue before rendering an opinion or decision. Anyone interrupting the meeting once it has started will be asked to leave. Unit owners wishing to attend the meeting should check with Management prior to the meeting in case the time or location has been changed.

Ms. Ward reported that the gutters need to be cleaned. The gutters are clogged, particularly at a neighboring townhome, which is resulting in water pouring down in front of her townhome.

There is a big drive behind the townhomes that needs to be blown back further, because it is building up near the drains. This is the area behind the townhomes next to the vacant lot.

III. BUSINESS

- **Minutes – 02/25/20** – a motion was made (Damgaard) and seconded (Graham) to waive the reading of the minutes at the meeting and accept them as corrected (change next Annual Meeting to next Board meeting). Motion passed unanimously.
- **Financials through 04/30/20** – Financials were reviewed. A motion was made (Jones) and seconded (Damgaard) to accept the financials as presented through 04/30/20. Motion passed unanimously.

- **Investment of Funds** – The Board determined that this was not the best time to invest in a CD based on the current market rates. The Board will continue to monitor this situation.
- **Painting** – The two pergolas were painted, but some rotten wood was discovered on the main pergola. The painter is working on a price to replace the rotten wood. The painting on the two neighborhoods (Townhomes and Cottage Homes) will begin when the protective order is lifted.
- **Bartlett Tree Proposal** – The proposal was revisited. Discussion ensued regarding the long-term investment for landscaping and tree maintenance. A motion was made (Cronemeyer) and seconded (Damgaard) to approve Option 2 and Option 3 of the Bartlett proposal. Motion passed unanimously.
- **Gutter Cleaning** – This has been approved and is scheduled middle of next week, weather permitting. This is for all homes within the community.
- **Traffic Issue** – An issue has been identified with the traffic on Colonial Green Circle where it intersects with Greenway Drive. Traffic crossing Colonial Green Circle on Greenway Drive is dangerous because of the speed of the individuals traveling on Colonial Green Circle. This concern was shared with the City of Roanoke. They have indicated this area is not conducive for stop signs, but they will place a speed trailer sign (the ones that indicate the speed limit versus your speed and flash when you are exceeding the speed). This will be placed at the City's earliest opportunity. A traffic mirror will be placed on Colonial Green Circle to assist travelers with identifying oncoming traffic. Management has also requested that the City post speed limit signs.
- **REMINDER – TRAFFIC IS ONE-WAY ONLY ON COLONIAL GREEN CIRCLE.**
- **REMINDER – THE SPEED LIMIT ON COLONIAL GREEN CIRCLE, GREENWAY DR, PLUM ALLEY AND CRESCENT RIDGE DRIVE IS 25 MPH.**
- **Center Green** – The proposal for the improvements in the center was approved, but the WVWA has not yet issued the approval for the connection to the hydrant that will water it. Discussion ensued regarding the timing of this work. It was determined to wait until the Fall to do this work, since it has gotten late in the season for planting.
- **DOG WASTE – CLEAN UP AFTER YOUR PETS. FAILURE TO DO SO WILL BE A VIOLATION AND WILL BE TREATED AS SUCH, WITH THE INVITATION TO A HEARING AND POSSIBLE NON-COMPLIANCE FEES OF UP TO \$50 PER OCCURRENCE.**
- **Development of Crescent Home Lot** – Progress Street Builders is planning on building 3 Rowhouses. The plans are with the City. The first review of the plans are due back tomorrow from the City. Originally, these Lots were designed for 2 additional Crescent Homes. They are now approved for 3 Rowhouses. The total structural footprint will be the same size for the 3 Rowhouses as it was going to be for 2 Crescent Homes.

IV. EXECUTIVE SESSION

No Executive Session was needed.

V. DATE, TIME & LOCATION OF NEXT MEETING

The next regular Board Meeting is tentatively scheduled for August 4th, 2020 at 10:00 AM in the office of the managing agent, 112 Kirk Avenue SW, Roanoke, VA 24011. Please contact management if you plan to attend in case time, date or location have changed. As a reminder, please also check the website for meeting notices – www.colonialgreenhoa.com

VI. ADJOURNMENT

The meeting was adjourned at 11:35 AM.