



Hall Associates
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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

April 26, 2022

Pending Review/Approval at Next Board Meeting

Trustees Present:	Allison Ratcliffe Wynne Phillips	Developer/Trustee Trustee
Board Members Present:	Steve Cronemeyer Neil Damgaard	President Treasurer
Others Present:	Chrissy Greene Bruce Ward	Association Manager Resident
Trustees Absent:	None	

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with four out of four board members in attendance. Also present was Managing Agent Chrissy Greene and Bruce Ward. The meeting was called to order at 10:00 AM at 112 Kirk Avenue SW.

II. OWNERS FORUM

Bruce Ward lives at 3929 Colonial Green, in the Townhomes. He is in attendance as a spokesman for a group of townhome owners. The landscaping has been a continuous concern. The courtyard area between the townhomes is being mowed with the big mowers, which is far too small of an area for them to use large equipment. They mowed with push mowers once and it looked much better that time. Jeannie (a Townhome resident) spent several days out there doing what the landscaping company should be doing. She trimmed the bushes, mulched and cleaned up that area. Mr. Ward noted that Sunscape apartments next door always look so much nicer than the townhome area.

The second concern is drainage. He speaks primarily for Lisa Bazzarre on the end townhome. When it rains, water pools and almost runs into her garage. The third issue is that there have been rodents seen onsite. There are at least two rats that live in/around the front door of Mr. Ward's Townhome. B & C Exterminating came out quickly. The owners in that area have taken down all bird feeders in an effort to eliminate this problem. He believes that part of the issue is that there are plenty of entrance points along the bases of the homes, where the siding meets the foundation. They have also had a problem with bees coming in under the front doors and there are also carpenter bees in the pergola.

Finally, the townhome at 3861 had a clogged HVAC drain that caused rust-colored stains down the townhome where the water drained. This is unsightly and needs to be addressed. Mr. Ward concluded by thanking the Board for their service to the Colonial Green community.

President Cronemeyer thanked Mr. Ward for taking time to come to the meeting and sharing his concerns with the Board. He responded that feeding wildlife encourages rodents. Bird feeders are an issue, but other residents have also put out corn for deer, which is an enticement for rats. Regarding the landscaping issues, the landscaping design was based on 99 homes paying into the landscaping and there are only 56 homes at present. When the previous developer stopped paying for the common area grounds maintenance, that added \$6,000-\$7,000 to the community's expenses for primarily just mowing.

President Cronemeyer noted that Varsity Landscaping has looked at the community and indicated that the appearance of the community is based on the scope of the contract and services included in that. Adding services would improve the overall appearance. The Board did add some services this year, but the changes won't be noticeable in the first year (aeration and overseeding in the Fall, pruning twice per year – May and September – of the courtyard area between the townhomes). The additional development of the remaining townhomes will also help with sharing the costs of overall common expenses, as well as expenses specific to the Townhome "neighborhood".

Regarding the drainage issues, the association has contracted with a company certified to maintain the Filterra drain system. The Board is confident those are being maintained properly. The drainage issue specific to that end townhome is likely related to settling asphalt, so a contractor will be contacted to investigate this area and make recommendations for repairs if needed. Regarding the exterior stains at 3861, management will contact the owner to make repairs.

Mr. Ward asked if there had been any consideration of amending the documents to limit rentals. President Cronemeyer responded that this has been considered previously, but the Board believed that there was not sufficient support from existing owners to pass such an amendment.

III. BUSINESS

- **Minutes 11/29/21** – a motion was made (Ratcliff) and seconded (Phillips) to waive the reading of the minutes and accept them as written. Motion passed
- **Financials** – the account balances through 03/31/22 were:

Operating Account	\$ 63,528.40
Operating Reserve Account	\$ 25,562.61
Capital Reserve Account	<u>\$170,845.54</u>
Total Combined Assets	\$259,936.55

A motion was made (Cronemeyer) and seconded (Ratcliff) to approve the financials through 03/31/22. Motion passed unanimously.

- **Business:**
 - **Annual Meeting Follow-Up Items–**
 - Traffic complaints – the issues reported were speed and signage – Treasurer Damgaard and President Cronemeyer met with representatives of the City's

Traffic Engineering Department in January to discuss, who agreed to investigate but indicated it will take some time due to staff shortages in their department. Treasurer Damgaard will continue to work with the City to resolve these issues.

- Gutters – management will get estimates on installing gutter guards.
- **Center Green landscaping bids** – bids obtained from TJS and Varsity Landscaping. A motion was made (Damgaard) and seconded (Cronemeyer) to approve the bids from Varsity Landscaping, contingent on Varsity presenting an adequate plan for watering, with keeping the Boxwoods in place based on the landscaper’s recommendation that Boxwoods are more deer resistant than the alternative plants (Emerald Green Arborvitae or Hicks Yew). Motion passed unanimously.
- **Development Update** – some approvals for development have been issued. The process is moving forward, but there is no timeframe available for when it will begin. This is a continuation of the “Townhome” neighborhood.
- **Consideration of new HOA rules** – the Board reviewed proposed policies for the following issues. A motion was made (Damgaard) and seconded (Phillips) to approve the resolutions regarding the two items. Motion passed unanimously.
 - Owners required to provide management with renter contact info
 - Prohibit feeding of wildlife at Colonial Green
- **Ratify email votes** – approval of Bartlett proposal – a motion was made (Cronemeyer) and seconded (Ratcliffe) to restate for record the approval of the Bartlett proposal. Motion passed unanimously.
- **Grounds maintenance concerns/review** – a large portion of this was addressed during the Owners Forum.

IV. EXECUTIVE SESSION

A motion was made (Cronemeyer) and seconded (Phillips) to go into Executive Session to discuss delinquencies and a legal issue. Motion passed unanimously.

After Executive Session, management was asked to contact the previous developer to inquire if a set of drawings is available and determine if a professional engineer is needed to assess the area.

V. DATE, TIME & LOCATION OF NEXT MEETING

The next meeting will be Tuesday July 26, 2022 at 10 AM at 112 Kirk Avenue SW. The Annual Meeting has been scheduled for Tuesday September 13. As a reminder, please also check the website for meeting notices – www.colonialgreenhoa.com

VI. ADJOURNMENT

The meeting was adjourned at 11:53 AM.