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Betz Landing Homeowners Association
Board of Directors Quarterly Meeting
Saturday, March 12, 2022 at 9:30 a.m.

Location – Northumberland County Library, Heathsville, VA

1. Meeting was called to order at 9:28 a.m.
2. Verification of Quorum. Elaine Moore capture minutes today in absence of our secretary, Jerry Harvey.

In attendance were:

Lauren Church	President	
Cathy Sarmiento	Vice President	
Donna Keeney	Treasurer	
Jerry Harvey	Secretary	Absent
Kurt Bulger	Director	
David Dustin	Director	
Elaine Moore	Director, Acting secretary	
Robert Silva	Director	
Nannette Smith	Director	Absent
Marshall Ticer	Director	

Guest:

Terrie Dustin
 Matt Church
 Mike Sarmiento
 Janice Fryer
 Teresa Neil
 Joe Thompson
 Tricia Mrzyglod
 Scott Laurer

3. Approval of the minutes from the last minutes conducted on December 11, 2021
Motion made by Director David Dustin to wave the reading of the minutes from the December 12, 2021, meeting. Second by Kurt Bulger. Results of vote for the motion was 6 yeses and 1 abstain. Motion was carried.
4. Comment Period for Members – No comments
5. Treasurers Report
 Treasurer Donna Keeney advised that all bank accounts have been reconciled through February. Local bank account has a balance of \$11396.00; CD account has \$11,608; Vanguard \$177528.00, giving us a cash balance of \$200,533.00. All insurances have been paid for the year. The electric at the boat dock will be turned back on. Not paying

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electric for the season have saved us some money. To date there are thirty homeowner dues that are outstanding. Treasurer Keeney will be sending out statements to collect the outstanding dues. Homeowners will also be assessed a late fee. Statements will be sent out this coming week. Treasurer Keeney advised that she received 2022 dues from a homeowner that is extremely past due. There are now four homeowner lots that are outstanding from 2021. Homeowners will be assessed attorney's fee along with whatever they owe. The treasurer advised that she had sent out certified letters and handwritten notes to the homeowners with outstanding past dues, letting them know that we needed their payment for our budget. She also mentioned in her letter that their outstanding account will be turned over to an attorney.

Motion made by Director Dave Dustin to have the five outstanding dues accounts turned over to the attorney to handle. Motion second by Director Marshall Ticer. Motion passed unanimously.

Treasurer Keeney is trying to determine the assessment of the roads on our books. She will be reaching out to property owners to find out if anyone have knowledge on how the roads were assessed. A draft of the 2021 tax return has been completed by a CPA. The preliminary draft of tax return shows estimated taxes due for Federal and Virginia total \$1,177. We had an additional capital gain of around (Take out) \$659.00 from our Vanguard account, which we are required to pay 30% taxes on in addition to the dividends received for the year. We had a capital gain of \$650.00 from our Vanguard account; in which we owe taxes on. We have to pay taxes on this gain. We are in the 30% tax bracket.

6. Update on Old business, Other Standing committee Reports

a. ACC Report giving by Teresa Neil, – Bob Morgan was not present at the meeting.

Motion by Treasurer Donna Keeney to accept that there is nothing to report from ACC. Motion seconded by VP Cathy Sarmiento and passed unanimously.

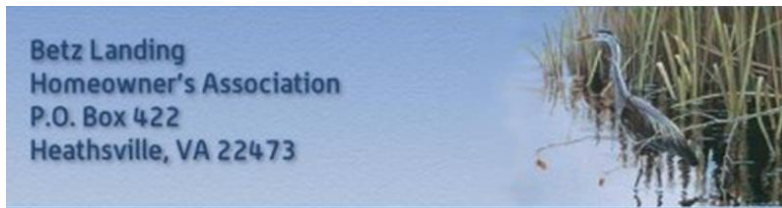
b. Maintenance Committee Report – VP Cathy Sarmiento

State roads have been repaired by VDOT. A verbal request was made to VDOT to cut back some of the edging because vegetation had been encroaching on some of the roads. Snow removal took care of some of the outrageous areas. Thanks to Garland Gills and Mike Sarmiento for replacing missing boards on the boat dock. The dock deck needs to be resealed.

Motion by VP Cathy Sarmiento to set a budget of \$250.00 to reseal the dock. After discussion it was determined that \$250.00 would not be enough. VP Cathy Sarmiento rescinded the motion.

Motion by VP Cathy Sarmiento, that the budget to reseal the dock deck not to exceed \$500.00. Seconded by Kurt Bulgar. 7 votes of yes and 1 opposition. Motion passed.

Bathrooms have not opened yet because of the freezing weather. Work on the bathrooms will be completed for use. The bathrooms are projected to be opened by



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April 2022. Water depth at high tide can be less than 2 feet. At the boat dock at low tide at the bottom of the ramp there is a concrete ramp, under it is a puddle that is a little deeper and a sand bar that goes parallel to the boat dock. The high-water depth is 16". A sign should be posted to caution boaters not to launch boats with a deep V.

Motion made by VP Cathy Sarmiento to place a sign at the dock to warn users of "Shallow Water". Motion seconded by Director Marshall Ticer. Motion passed unanimously.

Three bids have gone out for road work on the three courts, White Oak, Highland and Buoy. There is significant damage to Highland, because of the county school bus uses this street to turn around. The cost of repairs is for these three streets is estimated to be \$16,000. This is only for repairs and does not include repaving. VP Cathy Sarmiento suggest that we start on repairs on Highland, because it is the worst of the three streets. President Church advised that our attorney will be reviewing the bond that the county holds on the private roads. Anything done on these roads will need to be approved by the county.

There needs to be a clarification from the county whether they are still the bond holder for the three roads. Before we request any bid, we need to seek VDOT's specification for work on the three roads. VDOT will need to approve any work done on the roads. President Church wanted it clarified whether school buses were allowed to turn on private roads.

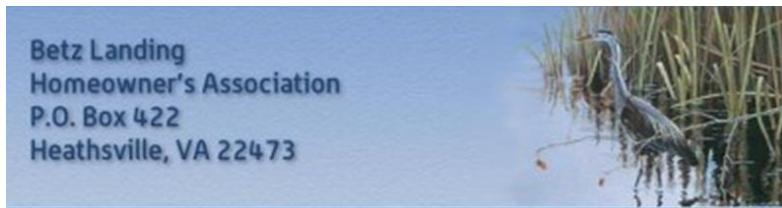
Motion by Kurt Bulger, that VP Cathy Sarmiento and Director Robert Silva will consist of a subcommittee to ascertain specifications from VDOT and procure bids for the work on the three private roads. Seconded by Director Robert Silva. Motion passed unanimously.

We are requiring all contractor to present certificate of insurance.

Motion made by Director/acting Secretary to approve the maintenance report. Motion second by Director Marshall Ticer, the motion was passed unanimously.

c. Form Changes

Last June there was a request from a member to have forms updated. The four forms were: the ACC Application; the Expense reimbursement; the Storage area registration and the Complaint forms. President Church and VP Sarmiento worked to revise the forms with the assistance of our legal counselor. Secretary Jerry did most of the work turning the forms into PDF files for the website. The forms were sent to all directors for an electronic vote. There were 5 approvals, 2 approvals with minor changes (that did not have anything to do with a legal matter) and 2 nos. The changes for these forms will be in legal compliance. With the approval of the BLHOA, Secretary Jerry Harvey, posted the revised forms on betzlanding.org website for the use of all members.



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d. Dry Hydrant

Dry hydrant application will be submitted by the end of the month, which is the deadline. The Forestry Department have until June of this year to approve the grant. If the grant is approved the Department have until the end of June next year to begin construction.

e. President Lauren Church advised that BLHOA Legal Counsel Stan Murphy said she could report on non-confidentially information reference to the Airbnb. There is a buyer for the Thoennes' house and the Thoennes' decided to cease the Airbnb rental request. Until this matter is resolved, the attorneys have agreed to withhold any further activity.

7. President's Report

We need to come to an agreement for a date for the spring clean-up. The board was in an agreement that May 7th will be the date for the Community Clean-up.

Cathy received two bids for mulch. These bids were for bulk mulch.

Motion by Director Kurt Bulger to obtain mulch in bags seconded by Director David Dustin. Motion passed unanimously.

Treasurer advised we have \$750.00 budgeted for clean-up.

Motion by Director Marshall Ticer that our current insurance policy needs to be updated and reviewed. Seconded by Director Robert Silva. Motion passed unanimously. Director Marshall Ticer was volunteered to head this project.

Our Annual Meeting will be set on October 15. President Church advised rental for Rice's Hotel/Hughlett Tavern Pavilion is \$200.00. The meeting must be held after 2pm.

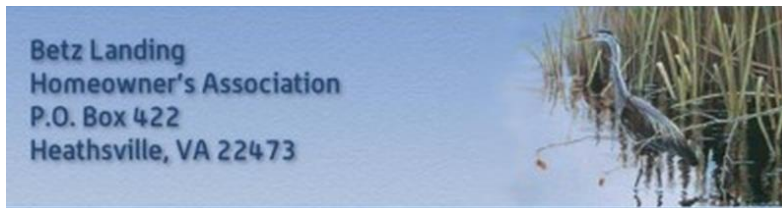
Motion by Director/acting Secretary Elaine Moore granting permission to President Lauren Church to sign the contract that comes in for the annual meeting at Rice's Hotel/Hughlett Tavern Pavilion. Motion seconded by Director Dave Dustin. Motion passed unanimously.

Schedule fees for ACC Disclosure will appear on the HOA website.

The reserved study of the roads will need to be reviewed and updated. The roads were never included in the reserve study.

8. New Business

Item #1 VP Cathy Sarmiento presented that any document afforded to the directors at a meeting should be available to guest members in the meeting. Director Dave Dustin questioned whether we were covering the rental rule which was created by our attorney. VP Cathy Sarmiento said that in a Code of VA, which covers the "Protection Act." It informs that any action taken by a board can be rescinded by a following board. VP Dave Dustin advised that the attorney created the document. VP Cathy Sarmiento



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advised that the rental rule for 2020 conflicts with the rental rule of 2021 and that they were both on the same page on the website. President Lauren Church said she will talk to the attorney to ascertain if the 2020 rental rule should be taken down off the website since the 2021 replaces it. If a mistake has been made it will be corrected.

Item #2 Regarding fees being charged.

- a) Improper charging of fees; prohibited by the VA Property Act.
- b) Randomly changing the fees being charged.
- c) Failure to maintain, publish fees and provide a schedule of fee to homeowners. A DPOR issue.
- d) Failure to include a schedule a fees schedule with Real Estate transfer disclosure document because it does not exist. ACC applications on the website
- e) Fees to access Association documents.
- F) Fees to submit Acc applications.

VP Cathy Sarmiento advised she has a problem with fees being charged by the Board. After some discussion some of these issues were somewhat cleared up for VP Cathy Sarmiento, but she still needed to have some issues to be cleared up. She wanted to go back and look to see rebuttal from the board. Acc fees will be disclosed on the website.

Item # 3 Contact List of members.

VP Cathy Sarmiento wanted to know why all names were not on the contact list. She recited a VA Code that indicated that all names needed to be available. She was advised that people have a right not to disclose any information that they did not want to disclose.

Item #4 VP Sarmiento felt that we were charging fees and should not be.

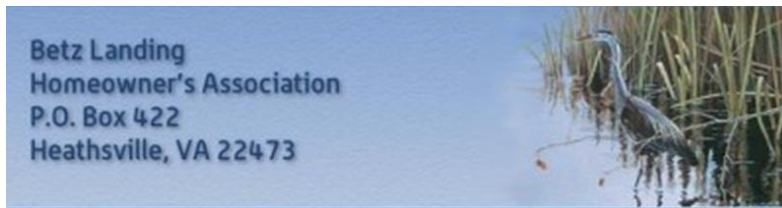
President Lauren Church advised that there is a need to be reviewed and updated a study on our roads. Our Roads have never had a reserved study performed. President Lauren Church completed a reserve study last year. This will now be done annually.

Director Robert Silva excused himself at 11:30.

Executive Meeting

Motion by Director, Acting Secretary Elaine Moore that we move to the executive meeting to discuss the mowing bids. Motion seconded by VP Sarmiento. Motion passed unanimously.

VP Cathy Sarmiento presented the 9 mowing bids she received. The pricing ranged from \$675.00 to 2500.00 per cut. The Board discussed the bids and came up with a consensus.



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Motion by Director Bulger accept the bid from Randy's Home Improvements. Seconded by Director Dave Dustin. His bid was 675.00 per cut. Randy has cut our grass in the past. The motion passed unanimously.

Any fuel sur-charges added to cost of cutting will be sent to President Lauren Church.

Motion by Director/Acting Secretary to come out of Executive Meeting and go back to the Board Meeting. Seconded by Director Dave Dustin. Motion passed unanimously.

Motion by Director Dave Dustin to adjourn Board Meeting at 1145 a.m. Seconded by Director/acting Secretary Elaine Moore. Motion passed unanimously.

DRAFT