

LANDFALL BOARD OF DIRECTORS MEETING MINUTES
November 22, 2022
Williamsburg Regional Library
6:30pm

Board Members Present: LD Metcalfe, Dennis Crawford, MaryLou Crosbie (via conference call), Jill Singleton, Helen McCormack, Rob Fetter, Matt Hallman for UPA

- Call to Order- 6:30
- Approval of Agenda-Approved
- Homeowners Forum- Mike and Trish Bonner.
 - Mike and Trish presented the storm water issues behind 2505 and 2509 Robert Fenton and potential that original developer did not install an open swale drain. Concern was expressed about the failure to install the swale and also the impact that the new houses might have on the storm water in the area. A suggestion was made to form a storm water committee based on a JCC suggestion.
 - Mike and Trish asked to be kept up to date on the plans for any corrective work so that they could do their part on the lot (add fill and shape the lot to direct water into the swale).
 - See board discussion (old business below).
- Treasurer's Report
 - As of Oct 31, our Cash Operating and Cash Reserve combined is \$35,633. Replacement Reserve is \$146,192. Earlier in November we cashed out our two CD's earning only 0.65% and used those funds to pay our Prism invoice for \$69,811. James City County will reimburse us \$34,905.50 per the storm water grant. We should receive the check in early December.
 - 2023 coupons were mailed to all Homeowners.
 - Reserve Study Update - DMA delivered the first draft to the Property Manager on November 22, 2022, and it will be forwarded to the board this week. We will schedule the on-site review in January. The study is being done on a good track to inform the 2024 budget and assessment recommendations.
- Manager's Report

- Fall plantings are in place!
- Sink holes at 4309 Landfall Drive. Concrete Jack checked out the pond outfall pipe that was previously repaired to determine if there were any defects in workmanship. A camera survey revealed that the original work was good, but that several of the pipe lifting lugs/holes were not plugged properly and were leaking. Bids were solicited to fill the sinkholes. The plan is to resolve this via the JCC storm water grant phase 2 and fill the sink holes in the interim for safety reasons.
- Williamson electric resolved a photocell issue at the front entrance.
- Discussed the landscape contract work. Tree cutting back will tentatively be the 2nd week of December. Additional attention is needed at the tennis courts to preclude flooding . Need to examine the contract renewal date and inform the board (Property Manager action).
- Old Business
 - Committee updates.
 - Architectural Review. Houses at 4353 and 4357 Landfall were reviewed since the last meeting and comments were sent to the builder (Eastwood Homes). Plans for 2537 and 2549 William Tankard and 2556 Robert Fenton (HR Horton) have been submitted and reviewed by the ARC and comments should go to the Property Manager shortly. Plans for the other lots have been submitted and reviewed at various levels of detail for Landfall lots 4380, 4381, 4396, and 4404, and Robert Fenton lots 2524 and 2536, but there has been no activity, except for dock construction at 2536 Robert Fenton. There have been no plans submitted so far for 4419 Landfall Drive (the Island).
 - Landscape Committee. The Fall plantings are in place and look great! The front shrubs were trimmed and mulch was adjusted near the tennis court area by a thoughtful resident to keep the trees from getting diseased.
 - Storm water issues at 2505 and 2509. The easement was identified and the board agreed to solicit bids to install the swale as it was originally designed and also to properly abandon the temporary inlet into the pond from a previous Landfall phase. The tentative plan is to include this work as part of phase 2 of our storm water grant from JCC with completion within 6 months if possible.

- Storm water update. Phase 1 is now complete with payment made to our contractor (Prism). Application for reimbursement via the grant was made to James City County. We should receive our check in early December. Phase 2 addressing retention pond egress pipes will happen in March/April assuming Board approval.
- Holiday social event.
 - Plan is to have the annual “Fife and Drum” event on December 18th or 19th as a social event and to inform everyone via email and paper flyers.
 - It was suggested that we include some additional sing-along Christmas music and a Santa to enhance the event this year. The board agreed to make it a “bring your own beverage/food event,” and approved an expenditure of \$100 on supplies (candy canes, Santa suite, and lantern supplies). Several board members agreed to assist by soliciting an appropriate Santa (Helen) and bringing sing along music sheets (LD).
- New Business
 - Edward Harrington. Board discussed the issue and agreed to try to contact the property owner to have the unsightly no trespassing sign removed and to conduct further research on the best plants to plant to screen the area and to look into the property lines to ensure we don’t encroach on the private property.
 - Vote taken and approved to cancel the December meeting. The next board meeting will be on January 24, 2023.
- Executive Session-None
- Adjourned-7:43

Respectfully submitted,
Rob Fetter, Secretary