

**JONES CREEK OWNERS ASSOCIATION (JCOA) BOARD  
MEETING 09-03; April 26, 2009 @ 1400**

The JCOA Board held the **second** meeting since the February 10, 2008 Annual Homeowners meeting. It was also the **fourth** meeting in the Year 2009.

**Board Members Present (13)**

- **Kent Gilbreath** (President)
- **Jim Pawlak** (Vice-President)
- **Carl Mazzola** (Secretary)
- **Trudie Gill-Keenly** (Treasurer)
- **Tony Amato** (Magruder Landing)
- **Arch Carter** (Architectural Control Committee)
- **Ron Gadapee** (Covenants Committee)
- **Chris Huber** (At-Large Member)
- **Sandy Leonard** (At-Large Member)
- **Tim Punch** (Tennis Committee)
- **Harry Pund** (Willow Lake)
- **Nancy Sickafoose** (At-Large Member)
- **Earl Williams** (Landscape Committee)

**Board Members Absent (3)**

- **Claire Belanger** (Pool Committee)
- **John McLeod** (Security)
- **Sandy Terronez** (Recreation Committee)

**Guests (1)**

- **Pam Zagar** (Willow Lake II Investor and JCOA resident)

**Minutes**

1. Kent Gilbreath, JCOA President, called the meeting to order, which was held at the Jones Creek Golf Club Clubhouse at **2:00 p.m.** Kent noted that a quorum was present and that Board business can be conducted.
2. The March 15, 2009 meeting minutes were reviewed and a motion was made by Jim and seconded by Sandy to accept them with minor corrections. The motion passed unanimously.
3. Trudie Gill-Keenly reviewed the 2009 YTD and budgets for both the JCOA and Pool accounts. It was moved and seconded to approve the financial reports. See Attachment I for the detailed expenditures and budgets.
4. Trudie indicated that there were 535 dues payments so far for 2009, with 3 delinquencies. The delinquencies were Hodge on McKinnes property, and two foreclosures at 4205 Blue Heron Road and 4211 Park Chase Court. As in 2008, there were 9 late payers.

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5. At earlier meetings, Kent addressed the 4148 Hammonds Ferry Road unfinished house. Darrell Johnson, the builder, appears to be a little bit behind a schedule to complete the home and place it on the market by March, 2009. However, good progress continues to be made with most of the exterior work completed. **ACTION 08-06: Arch Carter to oversee 4148 Hammonds Ferry Road construction project.**
6. At earlier meetings, Ron Gadapee reported that he plans to develop a procedure for a consistent covenant enforcement process. Ron mentioned that he no longer needs to do this. **ACTION 08-12 can be closed.**
7. Kent reported on security camera system upgrades. \$6,735 has been spent so far out of new project funds for upgrades to equipment at the pool, tennis courts, Fury's Ferry Road entrance and for a partial maintenance fee payment. Since the DVR needs to be manually reset periodically and it is not cost-effective to pay ADT, Chris Huber volunteered to do this and will be trained by Kent and Joy Fiske, ADT. Chris will also donate a monitor for the pool, and another monitor will be purchased for the guard house. **ACTION 09-02 can be closed.**
8. At a previous meeting, Earl Williams indicated that six pine trees on Joseph Hickey's lot at 726 Jones Creek Drive needed to be removed. This was completed. **ACTION 09-03 can be closed.**
9. Tim Punch indicated that the plants on the parking lot side of tennis court #1 have overgrown the border of the court and are attaching themselves to the court itself. These plants need to be trimmed back to expose the border again to permit proper drainage. Also, the weeds in the beds are very long and need to be cut. New pinestraw needs to be added as well. The crepe myrtles along the walkway have grown and extend into the walkway and need to be pruned. **ACTION 09-04: Earl Williams to oversee landscaping and repair projects.**
10. Sandy Terronez reported that the Annual Easter Egg Hunt was held on Saturday, March 29, 2009 at 2-4 pm at the Jones Creek Golf Club Clubhouse and was a great success. **ACTION 09-05 can be closed.**
11. Kent reported on his discussions with the developer of the Smithfield Creek property. There is continuing concern with the civil engineering work in the back of the property and the county has already cited the developer twice for violations of his Storm Water Pollution Prevention Plan. The JCOA Board will take no responsibility for any structural issues arising from the home to be built on this land area. The county has recommended grass matting by the 30-foot drop-off. The progress on this work will be fervently overseen until its completion. **ACTION 09-06: Kent and Arch to oversee Smith Creek home construction.**

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12. Pam Zagar, representing the investors for Willow Lake Phase II (Swift and Associates), reported on the progress. The county will be meeting on May 5 to vote to approve a reconfiguration back to 47 single family home lots. After the approval, there will be an effort to sell the lots through the Willow Lake and Jones Creek process. Interfaces through the ACC will be sought on all homes to be built and Arch indicated he was satisfied with this responsibility. When asked, Pam indicated that Vic Mills has sold his interest and is no longer involved as an investor and will be asked to relinquish any Willow Lake ACC responsibilities he may still have. The covenants at Willow Lake need to be amended to confirm this. Pam gave out pricing documentation and was invited to market the lots at the May 9 pool party. **ACTION 09-07 can be closed.**
13. At a previous meeting, Arch requested the approval of a 3.5 Men's Night where the tennis court would be reserved for this group on Wednesday nights from 6:30 pm to 8:30 pm. This proposal is presented as Attachment II. It was determined that this would not have a meaningful effect on Xavier Pique, the JCOA Tennis Pro. It was moved by Arch and seconded by Earl to approve this on a 2-month trial basis. This motion unanimously passed. No discussion at this meeting. **AFTER ACTION:** Arch Carter reported that the 3.5 Men's Team voted on April 29, 2009 to return to the Petersburg Racquet Club. **ACTION 09-08 can be closed.**
14. Trudie indicated that the guard house needs to be organized so the shelves will be able to be used. Nancy volunteered to move the decorations and Arch volunteered to haul away the unwanted signs. **ACTION 09-09: Clean out and organize guard house.**
15. Kent opined that a protocol for signs is needed. A sign by a contractor while he is performing work is all right, but when the work is done, it should leave with the contractor. The web page will be updated to include a "signs" link and a policy will be written and placed in that link. **ACTION 09-10: Develop sign policy and post on new website link.**
16. Tim mentioned that an alarm is beeping at the tennis court DVD box. In addition, there are loose bricks, which is a tripping hazard. Kent indicated that a new timer needs to be placed on the tennis court lights. Tim will develop a plan to identify all tennis court repairs that are needed. **ACTION 09-11: Tim to develop tennis court repair plan.**
17. Kent emphasized the importance of yard upkeep and pointed out that several homeowners were not keeping up their yards. Ron will identify the homeowners, take digital photographs and develop a draft letter for Board approval by April 29. **ACTION 09-12: Ron to address problem of homeowner yard upkeep.**
18. Kent reported on the 4<sup>th</sup> hole and 11<sup>th</sup> hole pond situations. Regarding the 11<sup>th</sup> hole, the County indicated it would help remediate the problem since it was caused by incorrect silt fence placement. With respect to the 4<sup>th</sup> hole, a dam broke open on April 23 and in 36 hours, emptied the entire contents of the pond. The golf course has hired an engineering firm to look at possible repairs. **ACTION 09-13: Monitor 4<sup>th</sup> and 11<sup>th</sup> hole pond issues.**
19. Tony stated that there were no outstanding issues that Magruder Landing needed the attention of the JCOA Board.
20. Sandy stated that the new license tags and baskets are ready, but no one has moved in for awhile. It was decided to sell tags to the golf club at the clubhouse for \$5 per tag.

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21. Carl Mazzola stated that the May newsletter call for information will be issued very soon and projected a May 18, 2009 date for posting the May Scorecard on the web page.
22. Trudie indicated that in the welcoming letter to new residents, the requirement to pay dues, covenants, and other information, should be included.
23. Arch stated that the Jones Creek Drive speed humps will be installed the week of May 11, 2009. **AFTER ACTION:** Speed humps installed week of May 11.
24. Claire Belanger was unavailable to report on the pool. Kent reported that membership letters were sent out on March 13, 2009 and the tri-folds were sent to other neighborhoods on March 17, 2009. Memberships are coming in about the same pace as last year. The pool repair to meet the Virginia Baker Graham Act will be complete before May 9, 2009, the opening day and Pool Party. Nancy Sickafoose and Sandy Terronez will be organizing games for the party and others will help in the cooking.
25. Arch mentioned that there are no outstanding ACC issues beyond the one associated with the Smithfield property.
26. A motion to adjourn was moved, seconded and voted at **3:43 p.m.**
27. The next Board meeting will be held in June or July 2009.

Attachment I: JCOA and Pool Income and Expense Statements, dated April 26, 2009.

Respectfully Submitted,

*Carl A. Mazzola*

Secretary

**8 OPEN ACTION ITEMS**

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| <b>08-06</b> | <b>Arch Carter to oversee 4148 Hammonds Ferry Road construction</b> |
| <b>09-04</b> | <b>Earl Williams to oversee landscaping and repair projects</b>     |
| <b>09-06</b> | <b>Kent and Arch to oversee Smith Creek home construction</b>       |
| <b>09-09</b> | <b>Clean out and organize guard house</b>                           |
| <b>09-10</b> | <b>Develop sign policy and post on new website link</b>             |
| <b>09-11</b> | <b>Tim to develop tennis court repair plan</b>                      |
| <b>09-12</b> | <b>Ron to address problem of homeowner yard upkeep</b>              |
| <b>09-13</b> | <b>Monitor 4<sup>th</sup> and 11<sup>th</sup> hole pond issues</b>  |