



Braxton Park Property Owners Association

HALL ASSOCIATES, INC. MANAGING AGENT (540)982-0011

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BOARD MEETING MINUTES

July 23, 2026

Pending Review and Approval at Next Board Meeting

	Position	Name	Term Expires
Board Members Present:	President	Misty Hook	2027
	Treasurer	Teresa Hunter	2027
	Secretary	Kelly Long	2026
	Director	Rhonda Jones	2027
	Director	Stefan Reinhardt	2028
	Vice President	Chris Kline	2026
	Director	Manny Rodrigues	2028
	Director	Zach Williams	2028
	Director	Terri Reinhardt	2026

Board Members Absent:

Others Present: Amanda St. Clair Association Manager

I. DETERMINE QUORUM AND CALL TO ORDER

A quorum was met with 7 board members present. The meeting was called to order at 5:33 PM.

II. OWNERS FORUM

An owner from Mallard wanted to discuss a notice that she received regarding exterior maintenance. The letter addressed pet stains in her front yard. She stated that she did not own a dog and the pet stains were from other neighbors with dogs using the bathroom in her front yard. She stated that the board should come up with another means of addressing this issue such as implementing a pet fee. The board explained their approach to treating all homeowners equally and discussed potential solutions.

III. APPROVAL OF THE MINUTES

A motion was made (Hunter) and seconded (Jones) to accept June 3, 2026 meeting minutes as written. Motion passed unanimously.

IV. FINANCIAL REPORT

Review financials ending June 30, 2026

Operating Cash 1	\$ 11,877.12
Capital Reserve Account	\$164,834.04
Operating Reserve Account	\$ 22,636.02
TOTAL CASH	\$199,347.18

A motion was made (Kline) and seconded (Long) to approve the financial reports through June 30, 2026. Motion passed unanimously.

V. BUSINESS

Pool

An insurance claim was filed for the pool lights due to the nature of the electrical issue. The electrical vendor indicated that the damage was most likely caused by lightning. The claim was accepted, and the Association received an insurance payment of \$4,182.50.

The Board agreed to proceed with the installation of new pool lights using the insurance proceeds. The pool vendor suggested an IntelliSystem. The IntelliSystem is a pool automation system that allows the Board or pool operator to monitor and control various pool functions, such as lighting, pumps, and other equipment, from a centralized system. However, the Board tabled that option due to concerns regarding the vendor's workmanship and prior issues. The Board agreed to have a licensed electrician install the pool lights and inspect the work to ensure proper installation.

The Board also discussed the potential integration of the pool's camera system with the IntelliSystem. Director Rodrigues was tasked with researching compatible options and reporting his findings to the Board.

Landscaping

Landscaping concerns were reviewed, including overgrown and poorly spaced boxwoods. The Board discussed thinning or removing some shrubs, researching lower-maintenance replacement options, and creating more appropriate spacing rather than replacing plants on a one-for-one basis. Ongoing dog urine damage to front lawns was also discussed, including potential solutions such as more resistant grass varieties or rock landscaping in common areas.

General Liability Insurance

The Board discussed increasing the Association's insurance coverage limits, including increasing the property coverage for the pool, pool house, pump, security system and fencing to \$300,000. After review, the Board agreed to move forward with the increased coverage.

Property Maintenance and Repairs

The board discussed the broken siding on the pool house, which Director Long has been trying to address with contractors. The group discussed the need for a reliable handyman service to handle various repairs and maintenance tasks more efficiently. They also addressed concerns about trash corral cleaning, with a proposal to engage Eric Zehr from American Housewash for quarterly cleaning at \$750 per visit. The board also agreed to get bids from other local companies for trash removal.

Exterior Maintenance

The board discussed exterior maintenance responsibilities and decided not to change the current bylaws to include roofs and siding as association responsibilities. They voted to draft a resolution instead that would clarify how exterior maintenance currently works under the existing bylaws, including the process for special assessments when homeowners fail to maintain their properties.

Streetlights

Management is meeting with AEP to ask for a site survey to assure that Braxton Parks lighting is adequate for the safety of Braxton Parks residents on August 27.

Wildlife

President Hook addressed a wildlife issue involving deformed geese at the pond, with Director Rodrigues offering to capture and take the gosling to a rehabilitation center. **The board would like to remind the community not to feed the wildlife.**

VI. EXECUTIVE SESSION

VII. NEXT MEETING DATE, TIME, LOCATION

August 26 at 5:30 PM at Timbrook Library

VIII. ADJOURNMENT

With no other business to discuss, the meeting was adjourned at 7:51 PM.