Paul Werries
Director & HOA President

Jennifer Schafer
Director & Chairwoman of the Board

Geoffrey Harton
Director & HOA Secretary

Shellee Ogden
Director & HOA Treasurer

Ross Randlett
Director

Luanne Pavco
Director

Amy Daney
Director

Kevin Kurtz
Director

Andre Tarro
Director

The Waters At Lake Anna Homeowners' Association, Inc.

Board of Directors Meeting

July 26, 2025

Meeting Minutes

The regular meeting of the Board of Directors ("Board") of The Waters at Lake Anna Homeowners' Association, Inc. ("HOA") was held at The Waters at Lake Anna Homeowners' Association, Inc. clubhouse and was called to order at 10:00AM on July 26, 2025 by Chairwoman Jennifer Schafer. Chairwoman Schafer announced that the meeting was being recorded and asked that all electronic devices be silenced. Upon confirming with Secretary Harton Chairwoman Schafer declared that a quorum was present. In attendance were HOA Officers/Directors: President Paul Werries and Secretary Geoff Harton as well as Directors: Ross Randlett, Luanne Pavco, Kevin Kurtz, and Andre Tarro.

Chairwoman Schafer called for any modifications to the agenda as presented. Hearing none, Chairwoman Schafer called for a motion to approve the agenda, as presented. Motion was made and seconded. Motion carried.

Member Interest:
The following HOA members were in attendance: KT Tarro - Lot 316, Bob Richards - Lot 136, Nita & Bill Unhoch -Lot 186, Chuck Pierce – Lot 75. No questions were presented.

Minutes:
Chairwoman Schafer called for a review of the latest draft version of the June 28, 2025 Board meeting minutes. Secretary Harton noted the Draft June 28, 2025 Board Mtg minutes were submitted to the Board on July 11, 2025 for review. A couple minor changes were received. No additional comments have been received to date. Secretary Harton motioned to approve the Draft June 28, 2025 board minutes, as previously submitted to the Board on July 11, 2025 and amended with a couple revisions. Motion seconded. Motion carried.

Officer Reports: Chairwoman Schafer called for Officer Reports.

Secretary – Secretary Harton noted that on July 9, 2025 the Board took an "Action without a meeting" and agreed to move forward and authorize a third party to pick up a new lot owners' Access Key Cards. The Board acted in accordance with Bylaw 4.12 Board Action Without a Meeting. Secretary Harton, noted that two new documents have been created for the new process. One document is the Access Key Card Agreement with additional space for the third party to sign for the Access Key Cards and the second document is the Authorization form for third party pick up of the Access Key Cards signed by the lot owner/s' and notarized. Director Pavco motioned to approve the Resolution. Motion seconded. Motion carried. The Resolution was signed by all Board members, excluding Board members Daney and Ogden as they were not present and the document was witnessed by the President and Secretary. The signed Resolution will be included with the July 26, 2025 Board meeting minutes. Secretary Harton motioned that the new Access Key Card Agreement for third party pick up and the Authorization form for third party pickup be approved. Motion seconded. In discussion Director Pavco recommended that rather than having two separate Access Key Card Agreements have one document for use with or without a third party pick up. The Board agreed. Motion tabled. Director Pavco motioned that one Access Key Card Agreement with or without a third party pickup be

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approved. Motion seconded. Motion carried. The Access Key Card Agreement will be revised and both the Authorization form for third part pick up of Access Key Cards and the Access Key Card Key Agreement will be presented for approval at the next Board meeting.

Secretary Harton also noted that the annual review with the Board members of the "Rules of Order for Annual Meetings, Board Meetings and Committee Meetings" and the "Standard Operating Procedures (SOP) for all Committees" has not been held. Director Werries indicated the annual review will be held after the August 23, 2025 Annual HOA meeting.

Treasurer – No Report. There was no July 26, 2025 Operating budget report.

President – President Werries noted the following:

1. A big thank you to Director Tarro for building a rack that properly holds all the flags when they are not in use. The flags are displayed on the white fence post at the TWALA entrance and exit road sides in remembrance of a family or loved one for holidays. Great job!
2. Thanks to Director Randlett for getting the gates and access control system back up and operational.
3. Thanks to Director's Jennifer and Luanne for getting the resale documents in order.
4. Welcome back to Travis Schaefer as the Clubhouse Manager.

Committee Reports: Chairwoman Schafer called for Committee Reports.

Civic Activities Committee: In Committee Chairwoman Nann's absence Director Harton noted the following:

1. The CAC and Wine Club had a very successful get together on Saturday, July 12th. Thank you to Susan and Mike Pickard for hosting the event at their home.

2. The food truck on July 17th was well attended even though the weather once again played havoc on the location. In case the weather looks like rain, the CAC food truck committee has decided to add the clubhouse as an alternative location for the event.

3. The next food truck will be held on August 21st. The vendor is: Fire Escape Crazy Burger Food Truck.

4. Welcome Packages - Per the suggestion of the Board at the last Board meeting, regarding doing something for new neighbors, the office manager recently contacted Rick & Carol Wax to see if they had done anything with this activity or if they planned to. Evidently, Rich Wax didn't know what the office manager was talking about and nothing has been initiated.

   The CAC will add the "Welcome to the neighborhood bag activity" to the CAC activities. Member Nita Unhoch has agreed to be the chairperson for the Welcome to the neighborhood bag activity.

   The bags are being donated by Food Lion. The bags will contain:
   a. a welcome letter, which was passed out to the Board at the June 28, 2025 meeting and
   b. a Shield pamphlet, and a copy of the two Lake Anna magazines which may be found at Food Lion.

   Nita will coordinate with the office manager on keeping five bags on hand at the clubhouse and giving a bag out to new homeowners when they come to the clubhouse to get their Access Key cards. This would include anyone who built a new home in TWALA or purchased an already built home. The office manager will let Nita know when there are only two bags left so Nita can add new welcome bags.

Children's Events Committee: No report.

Community Outreach Committee: Committee Chairwoman KT noted the following:

1. The next event on the schedule is August 9, 2025. The marine biologist will come in to discuss fishing on the warm side from 10:00AM-12:00PM at the clubhouse.
2. On July 30, 2025, members will head back to Spring Oaks to play "Get to know Your Bingo" with the residents. It's a way to get folks to open up about their life stories and things they have done. An announcement about the event will go out to the community.
3. On September 13, 2025 will be the tissues, towels and toy collection event.
4. One more event upcoming in October. A survey will also be coming out later for suggestions in 2026.

Website/Broadband Committee: – No report.

Marina Complex Committee: Committee Chairman Kurtz's noted the following:

1. Several more dock boards have been replaced. Some bushes have been trimmed back in the day slip area.
2. Committee Chairman Kurtz noted he had a meeting with a client about construction of a boat dock and a Dominion Energy (DE) employee happened to be there. Kurtz chatted with the DE employee and went over the TWALA plans to put in a filtration system before the creek water enters the dock area. The DE employee noted that DE has a policy in place that states "the water flow from the creeks into the lake cannot be disrupted". Any device that would change the flow of the water would not be approved.

ARC Committee: Committee Chairman Harton noted the following:

ARC Application Approvals:

At the July 12, 2025 Comm. mtg – the following Applications were approved -

- Lot 136 – shed,
- Lot 208 – shed,
- Lot 316 – shed,

At the July 24, 2025 mtg – the following Application was Approved –

- Lot 300 – deck extension and renovations,

Total dwellings completed, under construction or approved effective July 26, 2025 is still 266.

Common Area/Grounds Committee (CA/G) -

1. Clubhouse, Pool & Tennis Courts – Committee Chairman Randlett noted:

   a. There are problems with the water again. The whole house water filter gets clogged and has to be replaced every 3-4 weeks. As the filter becomes clogged, it lowers the water pressure such that the toilets do not properly flush. A supplier presented a proposal for a filtration system that should take care of the problem. The system is also self-cleaning so no maintenance required. In the men's bathroom, the toilet next to the storage room always has low water pressure and the plumbing line may need to be cleaned out. It was also noted the well was previously checked out by a tradesman and no problems were found. Committee Chairman Randlett will chat with Treasurer Ogden to identify if there are funds available for the new filtration system proposal.

Some of the landscaping lighting at the front entrance recently went out. The timer was also broken. An electrician has repaired the damaged parts.

b. Beach – No problems.

c. Landscaping and Ponds – In Sub-Committee Chairwoman Doerfel absence, Committee Chairman Randlett noted:
(1) with all the rain, there have been a few more cuttings. It appears the lawn cuttings will fall in line with the budgeted amount this year.
(2) There is a smell coming from the lower pond as it heats up during the summer months. In discussions with Solitude, they indicate that adding fish will not help as they will not eat the algae film. Spraying a chemical solution could work but has a drawback and the number one solution is to aerate the pond. There is no electrical connection at the pond. An option using solar is being researched and Treasurer Ogden has previously noted there are no funds in the 2025 budget for an aeration system. It was noted that a proposed aeration system would require a three-year treatment period and at a cost of approximately $22,000.00.
(3) The white fencing is scheduled for a pressure wash.

Compliance /Rules Committee: Committee Chairwoman Pavco noted a Compliance Complaint was received July 18, 2025. However, upon review of the document it was determined to be more of a grievance than a Compliance issue. The grievance is being further researched and will be addressed later.

The same member that issued the grievance also noted that a section of the TWALA Compliance Committee Policy and Procedures section VI is outdated. The section has been updated with the revised code. The old code allowed the HOA to go onto a HOA members property to conduct an inspection of any exterior improvements. The revise code only allows such inspections from the public rights-of-way and common areas, which is also the process TWALA has been using for some time. Committee Chairwoman Pavco motioned that existing Section VI Inspection Report in the “Compliance Committee Policy and Procedures” be updated and republished to reflect the updated Virginia Code. Motion seconded. Motion carried.

Director Werries noted that the office manager recently received a complaint that members are crossing their property to access the beach area. The home owner wanted to know if TWALA could put up a No Trespassing or Private Property signs. Director Pavco noted the HOA could not but the home owner is free to put up No Trespassing sign/s.

Finance - Operations and Replacement Reserve Committees: No Report.

Replacement Reserve Fund Committee: No Report.

Safety and Security Committee: Committee Chairman Werries noted the following:

1. All the gates are working properly and back in business. In the future if a gate or door does not work properly, please contact Director Randlett or Director Werries. They both have remote access capability to operate a gate or door.
2. A new camera has been installed to view the pool gate. The service person noted the storage for the cameras is not adequate. One storage drive in defective and with just 2 working storage drives only about 10 days of storage is available. An additional storage drive is available for $400.00 which will bring the total storage capability up to 4 weeks. Committee Chairman Werries will contact Director Ogden for availability of funds.

Other Committee Reports: None

Unfinished Business: None

New Business: Director Werries noted that member Bob Richards is taking over the CERT (Community Emergency Response Team) program. Mr. Richards noted that they reached out to approximately seventeen community members that have experience or showed interested in emergency response. The first meeting was held a couple weeks ago. About seven members showed up for the first meeting. The next meeting will be September 9, 2025. Director Werries noted the CERT group is just for the TWALA Community. Director Werries noted he has had discussions about forming this CERT group with the local Louisa Sheriff's and fire department and they think it's a great idea. Louisa county is so large and with so few services available this will help to handle emergency situations until the fire of sheriff's department arrives. Some categories that CERT could address are (a) search and rescue for people that are lost, (b) snow storms and (c) life threating conditions on the water, by providing first aid, CPR, trauma support and transport to an area where an ambulance can pick up the individual/s with life threating conditions. The CERT members will be trained to handle various emergency conditions by the fire and sheriff's department professionals. TWALA will be looking for additional members that have experience in fire-fighting, nurses, doctors, EMT's that would be interested in participating with CERT.

Chairman Schafer noted the following:

1. The twenty-five-page CIC checklist TWALA sends with the Resale Certificate/Disclosure Packets was revised July 1, 2025. The office manager will be sure to use the latest required documents.
2. There were two revisions. The first revision is to section 55.1-2309 which states in subsection B, "no association shall require the Seller or the Seller's Agent to provide the Purchaser's name prior to preparing the Resale Certificate".
3. The second revision is to Section 55.1-2310, subsection 14 which outlines the insurance requirements for the Resale Certificate/Disclosure Packets. The addition states "The governing documents may make an owner responsible for payment of all or part of the insurance deductible when making a claim against such insurance".

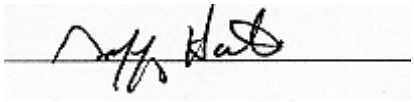
Director Pavco suggested that the short-term Rental form required by Louisa County which also requires the short-term renter to register with the HOA be added to the CIC Checklist. Chairman Schafer also suggest that the short-term Rental form be added to the HOA Documents on the TWALA web site.

Public Forum-members: None

Board Executive Session: None

Future Agenda Items: None

Director Harton motioned to adjourn. Motion seconded. Hearing no objection, Chairwoman Schafer declared the Board meeting adjourned at 10:51AM.

Prepared and submitted by: 

Geoffrey Harton
Secretary and Director

Approved by the HOA Board of Directors at the October 25, 2025 Board Meeting.