
MEETING MINUTES

THE PLACID BAY CIVIC ASSOCIATION BOARD OF DIRECTORS March 2, 2026

Attendees: Dave Czako, President; Jim Rogers, Treasurer; Secretary, Vacant; Richard Smail; Frank Clark; Tim Minor.

Not in Attendance: Timothy Massey, Vice President, and Nancy Minor

I. MEETING CALLED TO ORDER BY THE PRESIDENT AT 7:01 PM

The minutes of the January 2026 meeting were approved.

II. BOARD MEMBER REPORTS ON OLD BUSINESS AND NEW BUSINESS

OLD BUSINESS

Dave Czako (President) no old business to report. Most of what was reported during the last meeting remains the same.

Timothy Massey (Vice President) was unable to attend the meeting. Mr. Czako spoke on his behalf. Mr. Massey asked to relay that the Fire Department hopes to reschedule Stop the Bleed/CPR Training to April 2026.

Jim Rogers (Treasurer) provided the Treasurer's report to the Board via email prior to the meeting. Treasurer provided a summary. There were no new memberships during this reporting period. Currently, processing insurance payments for commercial and board insurance premiums. The commercial premium is \$3,000. The board premium coverage is \$1,000.

Question submitted regarding status of post cards: Nancy Minor has drafted sample post card which includes QR code to direct access to PBCA website. The website address is also included on the post card. Post cards will be two sided.

Secretary (position vacant until filled): Charlette Queen took notes for this meeting. Nothing to report.

Richard Smail updated the Board on the plans for the County's repair of the wing wall. Working with Dave Taylor to determine materials needed to repair dams. Dave Czako reported that the footings on the wing wall are sinking and the wall has separated and is leaning into the damn three and a half to four inches. Damn inspection needs to be revalued by the county. The wall has separated and is leaning, footings on wing wall are unstable. Temperatures and weather will

determine when repairs can begin. Also, reported that streets have been surveyed to assess damage and repairs needed to be made by VDOT due to weather and trucks passing thru the area.

Frank Clark reported that quote for relining would cost \$10,000. Dave Czako reported that there are more affordable cost-effective alternatives to remedy the situation.

Building and Grounds Committee Chair (Position vacant until filled)

Nancy Minor (report made by Tim Minor). Drawings submitted to the Virginia Marine. Virginia Marine will in turn submit drawings to the Army Corps of Engineers. Drawings were returned requesting signatures from Christina and her husband on documents. They also wanted signatures for road next to the damn. It was later determined that signatures for that area were not required. It will take a minimum of 90 days after submission of documents to process. Nancy Minor has submitted all the required documents, drawings, etc.

Tim Minor report: Received donation of lawn tractor from a friend for use by association.

NEW BUSINESS:

- Loss of previous board members: Dave and Karen Roberts have been deeply felt by the community and the association. Trying to identify tasks that Dave Roberts completed on a regular basis that will need to be addressed going forward. May need to hire contractors to provide buildings and grounds services if no volunteers are available.
- Possible candidate to fill the role of board secretary.
- Steve Walters will continue to provide lawn maintenance services. Will need to cutting of brush and maintenance of lawn area near Chrystal damn, if no one volunteers. Board requested that Steve Walters provide estimate to mow dam, clubhouse, and boat dock area.
- Met with the post master to discuss installation of mail boxes on Circle Lane. Post Master to conduct a sight visit prior to moving forward. Pot hole repair will resume once weather warms. Funds remaining the budget to make repairs.
- President has been meeting with realtors, builders, and investors. All reported that they are committed to purchasing lots and building at least 300 homes in Placid Bay over the next two years. Building out neighborhood has created issues regarding erosion and degradation of roads due to constant construction and truck traffic. President has called VDOT weekly to request that repair of ruts and pot holes on Clearview be made immediately. All VDOT main roads need repair.
- Severe cold temperatures and storms will likely create additional problems with the roads as weather warms. This will be likely be the year that this area experiences torrential rainfall from hurricanes and/or tropical storms given the extreme winter our area experienced. As a result, there will be likely be a tremendous amount of flooding, water run-off, and damage to the roads with nothing to absorb the water run-off because of all the construction and land disturbance. \$30,000 has been set aside for the reserve fund for

emergency road repairs. This amount will likely be increased to \$50,000 or \$60,000 however it may not be sufficient to cover emergency road repair costs.

- The county has no incentive to curb or delay building given the impact it is having in our area due to the revenue generated for the county via real estate taxes, etc.

Buildings and Grounds:

- Clubhouse deck to be replaced. President is working with JAB Residential Construction to repair deck. Would like to cover deck if funds available to do so.
- Numerous requests received to install a playground for residents, families, and children. Would like to start a one-year campaign to raise funds to cover costs of the project with PBCA matching donations raised.
- Will announce playground campaign during annual meeting. Gazebo was donated by residents it will be installed at the Crystal Lake Park.
- Playground will be a mono system with everything connected. It is possible to purchase a used, re-furnished or repossessed playground system at a lower cost. Where system will be installed is to be determined however it will likely be near the Venue. Treasurer to research cost of insurance for playground.

Treasurer Report:

- Compiled a list of accounts, with passwords, and media and social media websites accounts. Searched and reviewed all PBCA website advertisements. SCC and IRS filings completed for 2026.
- Treasurer requested board's assistance responding to email questions received.

Other Business:

- Community Heart and Soul Event: **Dave Czako motion to approve Community Heart and Soul's use of venue, Frank Clark seconded. All in favor. Motion passed to approve the Community Heart and Soul to use Venue for one day.**
- Annual Meeting scheduled Saturday, May 16, 2026 at 10:30 am. Picnic to be held after meeting. Meeting announcement to be added to membership post card along with notification about sanitary district's management of PBCA. Also added line that states this may impact your real estate taxes. Message to be posted on FACEBOOK and Next Door.
- Rich Smail expressed concern regarding declining membership within the community.
- Frank Clark to purchase and install grill at Crystal Dam Park. Picnic table to be installed at Crystal Dam. Would like to install a sand beach. Will prepare installation plan for board's review and approval. Would also like to set-up a fire pit.
- Board members to assume responsibility for building and grounds maintenance.
- Poop bag stations to be set-up. Susan Clark to order.

- Comment/questions: Susan Clark inquired if poop stations/bags installation was approved. Board approval has been given. Can move forward with installation.
- Julie Burks requested approval to hold Peace Walk. No approval needed since walk is being held on state road.

Meeting adjourned at 8:25 pm.