

Westhaven Homeowners Association
2016 Annual Meeting
Thursday, December 8, 2016
Richard Byrd Library

Roll Call: Ken Klimpl, President; Aaron Pagnotti, Vice President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Brian Heisler, GatesHudson Community Management. Absent: Sarah Mishan, Member at large.

Welcome: Ken Klimpl, President, welcomed homeowners and called the meeting to order at 7:25pm. Call to order was delayed due to lack of a quorum.

Proof of Notice of Meeting: Sealed envelope provided to Board President by Brian Heisler, representative of GatesHudson Community Management, Westhaven's property management company. There were 16 homeowners present and 5 proxies on hand. Quorum confirmed. Attorney William Mason was introduced, representative of Segan, Mason & Mason Law Firm. WHOA contract provides for one free meeting/year.

Reading of minutes of preceding meeting: Daniel Elins motioned to waive the reading of 2015 annual meeting minutes; Eddie Craig seconded. Minutes approved.

Reports of Officers of Board of Directors

President's Remarks:

- Highlighted major projects completed during 2016:
 - o The second half of the community roads were re-paved/re-stripped. Curbing and traffic lanes were repainted throughout the community. With proper maintenance (seal coating every 5 years or so) the asphalt should last 20 years.
 - o The Amendment to our Declarations and Covenants was ratified and recorded with Fairfax County (as of October 11, 2016). The Amendment allows the Board of Directors to establish and enforce rules/regulations/resolutions to govern the community. The process took nearly two years. Two resolutions have been distributed (Due Process and Delinquency). The parking resolution is the most challenging. The Board is seeking advice from the management company, lawyers and towing company. This will be a significant agenda item in January. Homeowners are encouraged to participate.
 - o Arbors and pergola were repaired and painted.
 - o For the first time tulips have been planted at the main entrance. Colors should be very attractive in the spring.
 - o French drain (approximately 153 feet) was installed near the tot lot area behind 6528 Milva Lane. Other smaller drainage concern areas will be addressed in due time.
 - o As the Board is charged with maintaining the value of the properties within the community the following is provided for your information: 15 home sales from December 1, 2015 - November 30, 2016; average list price--\$444K; average sale price--\$441K; average days on market--27. The price is an increase from 2015.
 - o The Replacement Reserve Study is required every 5 years. The last study completed in 2015 is posted to the Westhaven website (<http://westhaven-whoa.org/>).
 - o The major repair for 2017 will be tuck pointing the brick wall that surrounds the community. This project was delayed as the roads were a higher priority.

Treasurer's Remarks:

- Annual audit report confirms all financial documents are in order.
- As of the end of November 2016 we were over budget by \$6.2K primarily due to snow removal expenses
- Last season's snow removal cost was about \$25.3K, with a budget of about \$13.4K; the deficit was reduced through multiple cost savings during the year. This expense was a contributing factor in the quarterly assessment increase.
 - o Significant snowfall is projected for the coming season.

Homeowner inquiry: Where do we stand with respect to the reserve balance? Are we on track?

Response: The reserve balance as of November 30 is \$188.7K. The Reserve Study recommends \$180K by end of 2016, we are actually on target and preparing for the major expense of tuck pointing/repairing the brick wall.

Homeowner requested the status of the Reserve account balance be included in the annual meeting and budget related mailings.

Homeowner inquiry: Strongly recommend replacement of entire fence along Old Keene Mill Road as some areas are very unsightly.

Response: This is an item on the Board's agenda for 2017. The brick repair is the higher priority.

Homeowner inquiry: Where do we stand with respect to delinquent accounts and investments?

Response: There are currently 8 delinquent accounts, totaling about \$17K (including one owner with a balance of \$8.1K for the previously abandoned unit). Investments include three CDs totaling \$80K, Money Market account totaling \$98.4K, and operating account of \$27.1K.

Homeowner inquiry: How many units in the community are rentals?

Response: About 25%. Not all owners notify the management company when the unit is rented. We cannot legally impose restrictions on renters (because that would equate to imposing restrictions on owners).

Homeowner inquiry: There are two dead trees behind the units on Milva Lane.

Response: Please report them via e-mail to the Board (board.westhaven@gmail.com) and Sam Morrison (smorrison@ghacm.com) at GatesHudson. If possible please include the specific address and pictures.

Homeowner inquiry: For security and personal safety reasons, if parking decals are used in the future, please ensure they do not say "Westhaven" on them. Parking discussion ensued; various examples of abuse cited.

Response: The parking resolution will be discussed in detail at the January 12, 2017 HOA meeting. Parking in the yellow curb areas is a violation of Fairfax County public safety codes, vehicles can be towed without warning. Please call Dominion Towing at 703.339.2400.

Report of Management Agent:

- Investment and delinquency information provided in response to homeowner inquiry.

Election of members of the Board of Directors: Two Board member positions are up for election, both 3-year terms. Ken Klimpl and Aaron Pagnotti have agreed to continue on the Board.

Justin McLaughlin self-nominated but withdrew after additional clarification. Ken Klimpl and Aaron Pagnotti were approved by acclamation.

Steve Urban motioned to adjourn meeting; Justin McLaughlin seconded. Motion approved.

Meeting adjourned at 8:19pm. The next meeting will be January 12, 2017 from 6:30-8:30pm at Richard Byrd Library.