

WHOA Board Meeting
Thursday, January 11, 2018
6:34pm-8:30pm
Pohick Regional Library

Present: Ken Klimpl, President; Judd Ray, Vice President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Christopher Hayes, GatesHudson Community Management.

Absent: Sarah Dallas, Member at large.

Meeting called to order at 6:34pm. There were 4 homeowners present.

Homeowners Forum

Homeowner inquiry: Homeowner concerned about the loss of his Green permit and the risk of being towed. He has 3 vehicles and held a Green permit previously but did not renew on time because he was traveling when the notice was delivered. Where can he park his 3rd vehicle?

Response: Third vehicle must be parked outside the community or it will be towed in accordance with the parking restrictions currently in place. Homeowner has been added to the Green permit waiting list. The January 2018 Green permit recertification may free up spaces and allow the homeowner an opportunity to get a permit.

Homeowner inquiry: Homeowners commented that designation of Green and Visitor spaces seems to be pointless. Residents are not submitting their registration information because they believe there is no point in getting one visitor hangtag.

Response: Without designated Green and Visitor spaces we would have free-for-all parking and there would be no spaces whenever visitors are in the community because the spaces would be routinely used by renters with more than 2 vehicles (as was happening in the past).

Homeowner inquiry: Mailbox on Serenade Place is leaning over. Residents have to push it up to retrieve their mail.

Response: Christopher will notify the Post Master to repair the mailbox. Please be patient as this will take some time.

Homeowner inquiry: There is an overgrown bush on the corner of Serenade Place and Westmore Drive. The bush is creating a traffic hazard.

Response: Christopher will ask Professional Grounds, Inc. to trim the bush in the coming week.

Andy moved to approve November 2017 minutes as written; Judd seconded. Minutes approved as written. Andy moved to approve December 2017 minutes as amended; Judd seconded. Minutes approved as amended.

Jeremy Powell representing Goldklang Group CPAs, PC was introduced to explain the audit comment about the HOA not fully funding the Replacement Reserves account due to the Unappropriated Members' Equity deficit of \$57,160. This is a matter of semantics but it has tax ramifications. The issue can be essentially resolved by transferring the balance of the Operating Reserve account into the Unappropriated Members' Equity account. The Board can pass a simple resolution to remedy this issue. Jeremy drafted the resolution for Board vote.

President

During the most recent severe cold weather Ken authorized the pre-treating/treating of roads as there was not enough snow to warrant plowing but the ice was posing a significant hazard, especially for school buses.

Trash/Recycling Contract: The contract was dropped during the GatesHudson changeover of portfolio managers. Christopher is working with contract representative to stabilize the collection schedule.

CD purchases: The requested purchase of CDs for Westhaven were also incorrectly executed during the GatesHudson changeover of portfolio managers. In an effort to correct the error the incorrectly purchased CDs were terminated and re-purchased at unapproved financial institutions. The early termination fees will be covered by GatesHudson. This is a significant concern with regard to the fiduciary responsibilities of the management company. (The Board requested execution of the following four transactions: From the Union Bank Money Market account invest \$50K in a 12-month CD with 1st Virginia Community Bank at 1.50% and \$25K in a 24-month CD with Congressional Bank at 1.83%. And re-invest the two CDs maturing on November 26, 2017 as follows, \$25K in a 12-month CD with 1st Virginia Community Bank at 1.50% and \$25K in a 24-month CD with Congressional Bank at 1.83%.)

Architectural Inspections: Also as a result of incomplete communication during the GatesHudson changeover of portfolio managers some architectural inspections were completed in November and December, well ahead of the usual spring timeframe. Christopher will focus on clearing up the still open 2017 violations and then conduct inspections in the spring after the Board identifies the focus areas.

Vice President (nothing significant to report)

Treasurer

Andy is working with Christopher to get copies of the remaining invoices that were not included in the Management Report.

The street light at 7561 Westmore Drive is still on constantly; Christopher will follow up.

The resumption of parking enforcement will be delayed until January 22nd to allow residents to complete registrations for 2018 visitor hangtags.

During the 2017 annual meeting the Board agreed to consider adding a third pet waste station at the far west end of the community as pet owners often walk the length of the community and fail to clean up after their pets. After discussion the Board decided that pet owners have ample opportunity to get a waste bag and can easily dispose of the used bag in the trash can by the western most mailbox rather than return to the closest existing pet waste station (across from 7511 Westmore Drive).

Architectural Committee

Architectural changes to the exterior of units must be submitted to ensure the change is noted in the property record. Changes that comply with requirements will be automatically approved but still need to be noted in the property record.

Management Report

Follow up with the VA Department of Transportation on both open work orders (number 735500--repairs to the damaged concrete curbing near the east entrance; number 742923--gutter drain safety concern at 6504 Castine Lane) revealed that number 742923 has been closed as VDOT determined there was not a problem. Number 735500 remains open as the work has not been completed.

Christopher's efforts to collect delinquent accounts has proven successful and resolved multiple accounts and avoided the added expense of engaging the attorney.

Judd moved to accept the GatesHudson website contract at \$110/month. Andy seconded. All approved, contract signed.

Andy moved that the Board approve the transfer of the Operating Reserve balance of \$55,857 as of December 31, 2016 to the Unappropriated Members' Equity account to re-allocate the HOA's operating funds. Judd seconded. All approved. Christopher will notify Goldklang Group. This resolves the audit issue.

Next month hearings will be scheduled for violations at 7503 Westmore Drive and 6503 Hubbardton Way.

Executive Session: not required.

Meeting adjourned at 8:30pm. Next meeting will be on February 8, 2018 from 6:30 - 8:30pm at Richard Byrd Library (7250 Commerce Street, Springfield VA 22150).