

**Huntington Station Homeowners Association
Board of Directors Meeting Minutes, April 17, 2017
Cameron Elementary School, Library
3434 Campbell Drive, Alexandria VA**

Attendees: Lori Randall, Brian Moon, Arlene Dee Carlson, Todd Schmid (via telephone)

Absent: Woody Davis

Call to Order: 7:05 pm

Homeowner Forum (5 minutes per owner): Andrew Olsen (#2307), Phyllis Seidler (#2311), K.C. Yi (#2341), and Dan & Patty Jobe (#2309) attended the meeting to express their opinions and concerns with the proposed Special Assessment and Parking Policy.

Special Assessment: Brian Moon explained the Special Assessment. Based on the approved 2017 budget, funding was not available for these projects. Phyllis Seidler suggested to the Board to obtain additional quotes. Lori stated that she was comfortable with all the quotes received. She is familiar with the contractors and feels that knowing their quality of work is more valuable than the price. Andrew Olsen requested copies of all quotes to investigate and conduct a background check on the contractors. Again, Lori is familiar with the contractors and found them to be honest and trustworthy. Additionally, quotes are considered proprietary information and permission would have to be obtained from the company prior to distributing their quote. Dan Jobe mentioned there should be funding remaining in the snow removal budget; however, with some winter months still to come in 2017 that money should remain. Patty Jobe asked how the special assessment would be collected. This would be a one-time assessment to be collected within the calendar year and separate from the Home Owners Association regular operating assessment.

Parking Policy: Brian Moon lead the discussion of the need for a new parking policy at Huntington Station. The current parking policy is not working. Owners/renters are not following the rules and based on the Fire Code parking space is limited. Patty Jobe asked about extending the mailbox area. Todd mentioned this was previously considered but based on the price (\$50K-75K) to add just a couple spaces this was determined to not be a wise business decision. The biggest concern addressed was the parking on driveway aprons. (See Draft Parking Rules and Policy #5 & #6) Lori is going to reach out to the Fire Marshal about the fire lane and parking at Huntington Station Court. Lastly, the question of enforcement remains an issue.

Master Calendar and Summit Team Information: Reviewed calendar.

Approval of Minutes: Minutes from January 26, 2017 meeting passed with no objections.

Financial Review: As of March 31, 2017, there is \$14,647 in operating cash and \$101,337 in reserves. The only variance to the report was the repair to the lights in trees which exceeded the budget for electrical repairs.

Homeowner Communications: One application for new roof shingles was approved.

Community Manager Action List: Notice on the Special Assessment and Parking Policy was mailed to the community. See discussion above.

Auditor Recommendations: a) Moving \$5,000 to reserves. Current member's equity is \$11,300 and the recommendation is between 10 and 20% of assessments (\$5,000 - \$10,000) Based on October financials, association may end up with a small net loss, which would reduce the equity position. Lori recommends the Board delay discussion on the auditor's recommendation until year end financials are available.

Maintenance – Special Assessment: Retaining Wall Railings & Painting @ \$8700; Landscaping, Tree Removal & Replacement @ \$2512; Landscaping, Erosion Repair with Sod or @ \$4446. **Total Special Assessment: \$21,589.** There are a total of 49 units @ \$440.60 per unit. Discussion held with community. Todd motioned to pass the special assessment. 3-yes and no opposed. Motion granted. [Note: There are only 48 units but \$440.60 will still be special assessment]

Maintenance – Reserve Projects: Lights in trees and between property and homes on left were fixed. Cleaning and sealing benches can be funded by reserves as opposed to the special assessment. Todd motioned to fund this through the reserve account. 3-yes and no opposed. Motion granted.

Architectural: Decks: Board will provide a list of “approved” stain colors available at Home Depot and Lowes. Lori Randall obtained brochures and sample colors. She narrowed down the list of colors that will be approved. The Board will review this at the next meeting. **Awnings:** The Board will review this at the next meeting.

Communications: Website: www.huntingtonstation.org is up and running. Lori asked the Board to look over the site and provide any inputs or changes deemed appropriate.

Parking Policy: Meeting began with discussions with the community (see above). Lori will reach out to the Fire Marshal concerning #5 & #6 of the Draft Policy. This topic will be discussed with the Board at the next meeting.

Next meeting: Exact date, time and location, to be determined.

Meeting adjourned at 8:15 pm.