

**Huntington Station Homeowners Association
Board of Directors Meeting Minutes
Telephone Conference
May 13, 2020**

FINAL

Attendees: Lori Randall, Arlene Dee Carlson, Todd Schmid and Brian Moon

Absent: Andrew Olsen

Call to Order: 12:11 pm

Master Calendar and Summit Team Information: Reviewed calendar.

Previous Meeting Minutes: Minutes from October 9, 2019 meeting passed with no objections.

Votes Held Between Meetings: None

Financial Review: March 2020 financials reviewed. Currently \$34,900 in operating checking account and \$133,200 in reserves. The association's financial position is good. Huntington Station has a healthy member's equity balance. There were no variances to note. Financials were provided to the board.

Homeowner Communications: (1) Resident stated both courtyard lights were out. These lights have been repaired. (2) Resident is concerned with pet waste in the courtyard area and would like a reminder to residents. (3) ARC request for roof was approved. (4) Resident complained garden not being weeded. This is due to the mulch requirement. Blade Runners will only weed where the mulch is. (5) Resident stated parking during this time of everyone at home has become very difficult. Not everyone is using permits and cars are parking illegally. She asked about parking on aprons. It's the board's opinion to not pursue (or have cars towed) during this time when Stay at Home / Shelter in Place orders have been issued by the VA Governor.

Homeowner Communications (from February): (1) Pictures of trees of concern received in October. Dead tree is in neighbor's back yard. (2) Complaint from board member of house that needs siding cleaned. Violation letter sent. (3) Resident's concern about a paper wasp nest in common tree. By November wasps abandon their nest and they don't come back to the same nest.

Community Manager Action List (April): (1) SCC annual report filed. (2) Requested a visit with Blade Runners in May when sprinkler system is started up to confirm all is working properly. There appears to be a snag with the system possibly caused by the Lennar construction (cut in line). Blade Runners provided quote to repair the system @ \$750.00. Board would like to move forward with the repair; however, approach Lennar Construction for reimbursement and ask them about the fencing. There is a concern since the sprinkler system wires are not on HS property.

Community Manager Action List (February): (1) Disclosure Package Inspections: 2336. (2) Tree. Request contractor perform a tree assessment. Results: tree with a dead branch is in stable condition. Dead branch was removed after getting electrical lines out of the tree. (3) Requested contractor inspect irrigation before putting in sod. Board members felt the new sod was not getting water. Contractor confirmed irrigation is running at 4 am on Monday - Wednesday and Friday. Offered to replace sod if necessary, at a cost of \$175. Blade Runners can add watering of sod to watering of cherry trees contract if irrigation isn't enough. Picture received from contractor showed healthy green turf in newly sodded area. (4) Lighting: Light removed from dead tree branch. Adding a neck to 2308 & 2302 lamps to find the light better so lights are not on during the day. Inspection on 2/4/20 found five lights out in community, 2 in center courtyard, 2 small posts in flood area, and 1 at Huntington Avenue. New light installed near 2362. Huntington Station could benefit from more lights in the community. (5) Meeting scheduled for 2/20/20 with Lennar to review stakes in property. (6) Annual assessment letter had an error in budget lines. Typed information on 2020 assessment was correct. Revision prepared and distributed. (7) Renewed website host for another three years at \$209 total. (8) Correspondence with Midtown after payment of 2019 snow removal costs. They use Snow Movers who is their vendor for multiple properties. Requested their service rates and did not receive it.

OLD BUSINESS

Parking Enforcement: To address vehicles from Midtown parking on HS Court, the Board wanted to consider towing. The agreement is with Dominion Towing, who management has worked with for many years. The agreement is filled out for towing by "call in" only between the hours of 8:00 am – 5:00 pm. The tow company will add a sign at the entrance to the community once the agreement is signed. If the board wants to proceed, the second page needs to be completed with the names of who can call in the tows. Kerry took the lead in parking enforcement. Without her, the board could consider switching from "call in" to random towing enforcement by the towing contractor. The Board has decided to not pursue any towing of vehicles at this time due to the Stay at Home / Shelter in Place orders issued by the Virginia Governor.

NEW BUSINESS

Board Vacancy: Kerry has resigned from the Board due to a work opportunity in Florida. The Board may appoint a replacement if they want to fill the position. Quorum remains 3 for board meetings.

2020 Maintenance Plans: A copy of the calendar of reserve maintenance projects was provided. The Board would also like to pursue adding dirt next to the sidewalk in front of Units 2302 – 2308. Lori will request a quote.

Annual ARC inspections: TBD

Huntington Crossing: (1) Emails between Andrea Walsh and Lennar. Seismic Surveys knocked on doors of Huntington Station homeowners to document interior pre-existing conditions. Huntington was not given any notice of this visit. (2) Email from Lennar stating that due to the

COVID-19 situation all land development activity has ceased. They will monitor but ask that we report any unusual activity.

EXECUTIVE SESSION

Next Meeting: To be determined.

Meeting adjourned at 12:30 pm.