

**Rolling Valley Section 8-D
HOA Quarterly Board Meeting
Tuesday, 9 Jul 2019**

Minutes

Location: Dennis Kurre's Home

Board Members Present

Dennis Kurre – President
Michael Graves – Vice President
Ruth Ann Hoel – Treasurer
Jeff Lins

Thomas Blume

HOA Members / Board Candidates:

Gabi Kreuzscher

Call to Order: Dennis Kurre called the meeting to order at 7:04 PM.

Treasurer's Report: Ruth Ann Hoel presented the budget report for the second quarter of the calendar year, which reflected current reserves totaling \$16,134.98. There remains one homeowner who has not paid their annual dues 7130 Sontag Way (see discussion below). Ruth also notified the Board that she reimbursed the HOA checking account with \$4,800 from her personal funds to replace those lost during the recent phone and email scam. The Board agreed that any funds recovered by the bank going forward would be reimbursed directly to Ruth Ann.

Old Business:

- Dennis Kurre reported completion of several Action Items from the Jan 22 meeting, including:
 - Provide a list of delinquent homeowners and paying personal visits to them to deliver a 2nd copy of the overdue notice (M. Graves & all)
 - Provide a copy of the mowing contract invoice for the 2019 season (R.A. Hoel).
- **Negotiate Lower Fee for Weed Control:** Tom Blume reported that the lowest cost he could secure for weed treatments of all three common areas was \$64 per treatment, resulting in a total cost of \$320 for a full season of five (5) treatments. The Board decided that since the common grounds are rarely used by HOA members, we would NOT have the weed treatments program put in effect.
- **Graduated Dues Proposal:** Michael Graves proposed the Board establish a dues policy whereby dues would gradually increase as a function of how tardy the payment was, per the table below:

Dues Paid By	Amount
30 March (on time)	\$30
30 April	\$40
31 May	\$50
29 June	\$60
>30 June	Lien placed on property

The Board accepted this proposal, and Michael indicated he will prepare a draft document articulating this policy for the next meeting. (**Action Item**)

- Evaluate “Zelle” as an electronic payment option: Ruth Ann Hoel informed the Board that after discussing with our bank the possibility of HOA members using the Zelle e-payment service to pay dues, the bank told her this would not be possible because Zelle is a “person to person” funds exchange and is not available as a method for commercial or organization transfer of funds.
- Register for online access to our BB&T account: Ruth Ann has established online banking access.
- Database consolidation: Ruth Ann sent all of her spreadsheets and documentation to Michael Graves, who plans to consult with his son-in-law to determine if it’s feasible to merge and consolidate the respective databases. (**Action Item**)

New Business:

- Graduated Dues Policy: Per the Old Business item above, Michael Graves will prepare a document specifying the policy he proposed and disseminate it to the Board for their review and input. He agreed to make any recommended changes and redistribute for a final review and approval. Once finalized, it is preferred to have an outside legal review conducted to make certain the policy is enforceable. (**Action Item**)

Once finalized the following actions are planned (**Action Items**)

- Policy will be posted to the HOA website
- An email or other appropriate notification will be sent to each owner prior to the 2019 Annual HOA Board Meeting

- The policy will be presented and discussed at the 2019 Annual Board Meeting in November
- The policy will be enacted during the Calendar Year 2020 dues payment period
- Legal perspective of filing liens against delinquent members: Mr. Howard Brimiel, a local real estate attorney, was supposed to provide inputs to the Board on this subject via Michael Graves, but he has not been responsive to multiple inquiries.
- Status and actions on delinquent dues: Dennis Kurre provided a detailed recounting of his persistent, but thus far unsuccessful, efforts to contact the delinquent owner of the 7130 Sontag Way property, which is managed by a very opaque and evasive organization known as Community Systems Inc (CSI). Despite multiple personal visits to the renters occupying the property and phone calls to CSI “operators,” he was unable to even get a name or and direct contact information for the owner. (A detailed description of Dennis’ efforts are included in the end note below.) In light of the lack of success by Board members to secure guidance from other attorneys, Dennis contacted Mr. Eric Johnson [(703) 268-8790], the President of the South Riding HOA on 10 Jun 2019. Mr. Johnson advised that they have had similar problems and have hired a legal firm to handle these types of matters on behalf of their HOA. That firm is as follows:

Segan, Mason and Mason, P/C.
7010 Little River Turnpike
Annandale, VA 22003
(703) 354 – 9170

The Board decided that it would be low risk to contact the firm and determine what their abilities and fees/costs are to handle matters of this nature. Denny will contact them to obtain more information. (**Action Item**)

- County Large-Item Clean Up Day: Tom Blume announced that the County’s Large Item Pick Up Day was scheduled for Saturday, **28 Sep 2019** starting at 08:00 at Orange Hunt Elementary School.
- Potential overcrowding at 7130 Sontag Way: The Board discussed the perception of multiple families residing in or visiting the 7130 Sontag Way property. There are also mysteries regarding the sales and resales of that property, so the Board opted to reach out to the Fairfax County government office responsible for overcrowded or boarding houses. Gabi Kreuzscher provided a website reference to pursue (<https://www.fairfaxcounty.gov/code/overcrowdingboarding-houses>), and Dennis agreed to reach out to them. (**Action Item**)

- The Board agreed to schedule the next Board meeting for Tuesday, **24 Sep 2019**, at 7:00 PM at Dennis Kurre's home.

The meeting adjourned at 8:10 pm.

Action Items for the Board:

- Develop a draft policy document articulating the graduated dues policy proposed at this meeting and circulate for Board review/comment. (Michael Graves)
- Continue research into solutions to consolidate the various HOA membership databases (Michael Graves)
- Contact Segan, Mason and Mason to inquire about their capabilities to handle persistently delinquent homeowners. (Dennis Kurre)
- Contact the Fairfax County office that works overcrowding and boarding in residential neighborhoods. (Dennis Kurre)

Attachments: Treasurer's Report



Treasurer's report
2019-07-09.pdf

Addendum: Detailed narrative on Dennis Kurre's interactions re: 7130 Sontag Way:

Dennis advised that on Monday 5/13/19 the residents advised they will contact Community Systems Inc.(CSI) who rent the property from the owner to advise the owner about paying the HOA Dues. They said that if he would return the next day between 2 & 4 PM, they will provide him the contact information of the owner's (email, USPS mailing address, phone #, etc.)

On Tuesday 5/14/19 at approx 3:30 PM he returned to the residence, and they only gave him the contact person and phone # @ Community Services Inc. (CSI) as they are not aware of who the owner is. The CSI contact person was given as Ken Lee (phonetic) @ (703) 913 – 3150. Denny called that number upon return home and there

was no answer. He then spoke with an "operator" who advised they cannot provide any of the owner's contact information and that we had to contact the owner ourselves.

Denny said that seems odd since renters of other owners' properties provide us the owner's contact information. She said they will not so he asked if they could contact the owner and give him/them his phone number so we can get this matter resolved. She said she will pass the information on to the owner but there is no way of knowing if that actually happened because there has been no response to date. CSI was very unhelpful.

While at the residence on 5/14/19 Denny asked who was responsible for the lawn mowing and property maintenance since the grass is quite high and unsightly. He was told by the residents that they call someone to take care of it. That being the case, Denny asked when they would get it done but didn't get a firm answer. While speaking with the "operator" at CSI he asked about the same issues and was told we had to contact the property owner. The person at CSI went into her "loop drill":again, and said she would also pass this matter along to the owner.