

**Rolling Valley Section 8-D  
HOA Annual Membership Meeting  
Monday, 16 November 2020**

**Minutes**

**Location:** Springfield Government Center

**Board Members Present**

Michael Graves –President	Dennis Kurre
Jeffrey Lins – Vice President	Alisa Goetz
Jonathan Clough – Secretary	Lisa Nelson
Ruth Ann Hoel – Treasurer	Gabi Kreuzscher
Tom Blume	

**Homeowners Present:** 6 (see attendance list)

**Proxies Received:** 35

**Call to Order:** Michael Graves called the meeting to order at 7:00 PM and began by introducing the current Board.

**Treasurer’s Report:** Ruth Ann Hoel presented the current budget report as of 10/15/2020, reflecting expenses to date of \$8,687.56 and a Cash Reserve of \$12,581.38. Expenses are running under budget by approximately \$1,000, primarily because we were unable to support the annual Dumpster Day (\$550) due to COVID-19, and we have not yet scheduled the annual tree cutting service (budgeted for \$2,000). The most significant unbudgeted expense this year was the purchase of the 3 signs, which totaled roughly \$1200. Ruth Ann noted that there remain two homeowners of our 191 who have not paid 2020 dues to date, but one of them is deceased with the property under bank ownership.

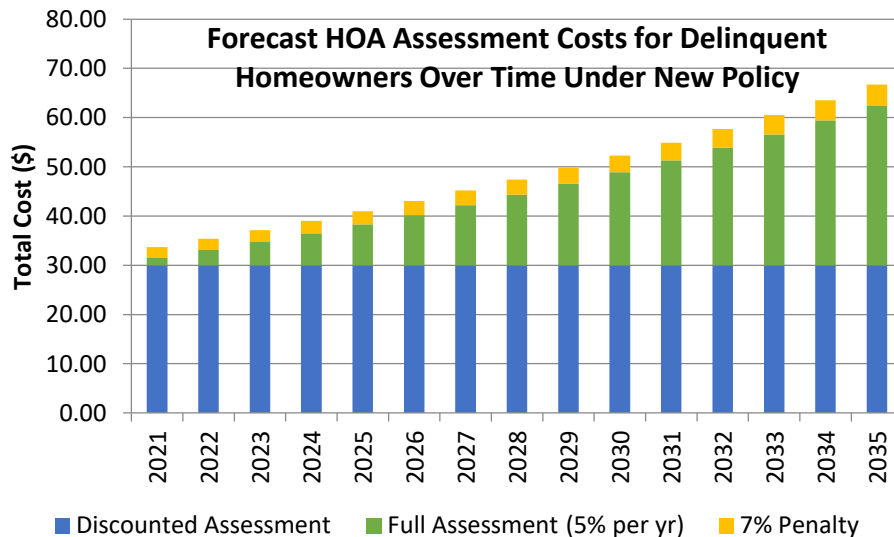
**Year-End Report 2020:** Michael Graves provided a synopsis of the key activities and issues the Board handled through the course of the year, including:

- **COVID-19:** The Board conducted only one of its Quarterly meetings in person this year, prior to the COVID-19 pandemic, while the following two meetings were conducted over Zoom, which generally worked well.
- **Continued delinquency concerns and a new Annual Assessment Policy:** 2020 again presented a challenge with delinquent payments by HOA households, which consumed nearly 100 hours of follow-up and contact attempts by Board members.

Despite those investments, we still have 1 household in arrears. Given the minimal (\$30) cost of the annual dues, the time investment for delinquent payment collection has become overly burdensome. Consequently, the Board has adopted a new Annual Assessment policy to better incentivize on-time payment and increase penalties for late payment, while abiding by the constraints of the current By-Laws that prohibit dues increases of more than 5% per year.

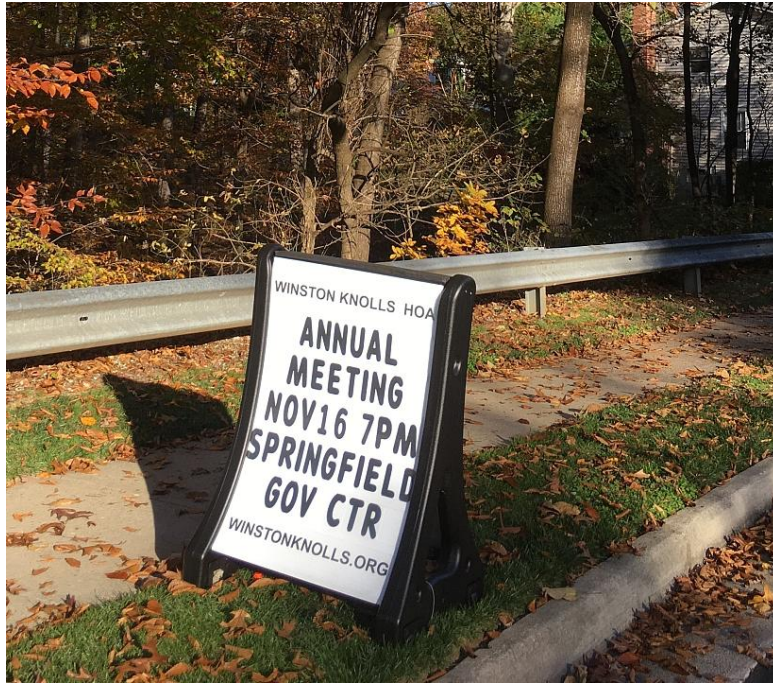
The new policy, which will apply starting in January 2021 will be as follows:

- The official Annual Assessment amount will be increased by the maximum 5% per year for the foreseeable future
- Homeowners who submit payments before the 31 March deadline will receive a discount negating the effect of the 5% annual increase.
- Homeowners who fail to pay by the 31 March deadline will pay the newly increased official Assessment amount plus the maximum 7% penalty fee currently specified in the By-Laws. It will clearly take some time before the bite of the increased dues plus penalties will be sufficiently large to incentivize on-time payment, but this approach is the only one permissible within the current authority the Board has. The graph below illustrates how this new policy would increase the costs to delinquent homeowners over time. By 2030 the late dues plus penalty fee would exceed \$50 and would exceed \$60 by 2035, if sustained.



- **Street Signs:** The Board purchased three street signs to support more effective communication with HOA members, complementing the email campaigns that the

Board has enacted in recent years. Below is a picture of one of the new signs, announcing this year's annual meeting:



- Annual Tree Survey: The Board has not yet scheduled but is planning the annual survey of the Common Area with an arborist from Freedom Tree Service to identify trees that may pose safety hazards to residents. If any such trees are found, the Board will pay to have them felled, ideally before the end of the calendar year.
- Neighborhood Cleanup Events: Tom Blume, who also serves as the President of the WKCA, informed the audience that the annual neighborhood clean up events that the HOA and the Civic Association normally offer residents had to be cancelled this year due to COVID-19 restrictions by the County. We hope to be able to restart the HOA-funded “dumpster day” in the spring of 2021 as well as the WKCA-sponsored, Fairfax County-funded large item pickup days at OHES.

**Discussion & Questions:** Several homeowners in attendance responded to the annual report with a handful of questions, summarized below:

- Dues Discounts and Electronic Payment: In response to the new annual assessment policy, one homeowner asked whether the Board would offer an additional discount if homeowners paid for two years rather than just one. Michael Graves responded that the Board would take that suggestion and discuss at the first

quarterly Board meeting in Jan 2021 when the final decision on 2021 dues is made. (**Action Item**) Another homeowner asked whether the Board accepts any form of electronic payment. Ruth Ann Hoel informed the audience that the Board has been accepting payments via PayPal using the payment to individuals option, rather than the corporate option because we are a non-profit and do not wish to incur the service fees. The annual assessment notice next year will include PayPal instructions.

- Repairing sidewalk seams: Several homeowners inquired about whether the HOA could appeal to VDOT to address numerous unsafe sidewalk seams that present an increasing tripping hazard in our neighborhood. One homeowner reported they had had success getting the sidewalks in their yard shaved smooth by VDOT, but it took considerable pressure and persistence. Others reported they had called numerous times to no avail and hoped that the HOA could engage on behalf of the entire membership, rather than piecemeal individual requests. After considerable discussion, the suggested approach was for the Board to engage with Springfield's District Supervisor, Pat Herrity, to engage with VDOT on the subject. (**Action Item**)
- Leaf Removal: Another homeowner asked whether the Board had ever looked into contracting to have leaf collection done along the curbs in the neighborhood in order to save time compared to bagging leaves. Michael Graves reported that the HOA Board had indeed looked into this question several years ago and had even had a vendor present a pitch to the annual homeowner's meeting. In the end, however, there was no consensus amongst the homeowners because scheduling would be limited and uncertain, leaving piles of leaves in the roadway for potentially weeks at a time, while weekly pickup of bagged leaves by Republic Services would continue to happen at homeowner's expense. Additionally, the costs were deemed excessive. The Board and audience agreed not to pursue this suggestion further.
- Traffic speed moderation: A homeowner inquired whether the HOA was involved in an effort t he'd seen mentioned at Nextdoor.com to seek the installation of speed humps on Sydenstricker or Huntsman Blvd. Michael Graves reported that no, the HOA was not involved and in fact had no standing to pursue such an appeal because none of our HOA's properties face or border those roads.

### **New Business:**

The only official new business conducted at the meeting was the Election of Board Members for 2021. Multiple Board members appealed to the audience for volunteers to fill some positions on the Board to relieve some of the current members and broaden

the representation from newer homeowners. No homeowners in attendance volunteered to join the Board, however. Michael Graves reported that all the current Board members had already volunteered to serve another term, and Tom Blume made a motion to vote by acclamation, to retain the current Board members for the 2021 term. Dennis Kurre seconded the motion, and it was accepted without any objections. The elections for specific offices on the Board will be an order of business in the January 2021 meeting, which will need to be scheduled. .

Michael Graves adjourned the meeting at 7:34 pm.

### **Action Items for the Board:**

- Consider additional discounts on the annual assessment for homeowners that are willing to pay for two years of dues rather than one. This will be a subject of discussion at the first quarter 2021 HOA Board meeting in January.
- Contact Pat Herrity's office to seek engagement with VDOT about repairing sidewalk seams within the Winston Knolls neighborhood. (Tom Blume)

### **Attendance / Proxy List:**



11-16-20 HOA  
Annual Mtng Attenda

### **Financial Statement 1 Jan – 15 Oct 2020:**



Financial Statement  
for Rolling Valley Sect