

Westmoreland Owners' Association
Annual General Meeting
MINUTES
December 1, 2015

Call to Order

Meeting was called to order at 7:01 p.m.

Introductions

Wayne Vick (President) introduced the Board and Pierre Forget for Berkeley Realty.

Quorum Certification and Proof of Notice

19 homeowners were present, with one proxy having been submitted.

Approval of the 2014 Annual Meeting Minutes

At this point, developer Bobby Hornsby requested an opportunity to address comments made at last year's Annual Meeting, specifically the comment that "the developer's failure to bring Pennington up to standard is what is holding this process up." He felt that this was an unfair characterization of the situation and indicated that he was ready and willing to make the necessary repairs to the roads in Section 3 once he received a complete punch list from VDOT. He acknowledged that the process has taken far longer than anticipated (years) and indicated that changes in staffing etc. at VDOT have caused delays. He also stated that given that he has a financial bond outstanding on the development, it is in his best interest to see the work completed. As for the BMP, the County has been doing some of the maintenance on this structure as it is using the BMP as part of its improvements to the fire station on Olde Towne Road; this offers a financial benefit to the neighborhood. Mr. Hornsby indicated that he would be willing to meet with interested parties (WOA, VDOT, AES Engineering, JCC) in order to resolve the situation. (After making his statement Mr. Hornsby exited the meeting.)

MOTION to approve the Minutes as recorded by David Armstrong, 2nded by Audrey Word.
APPROVED

Report from the President – Wayne Vick

Items of note:

- The Board has made a concerted effort this year to enforce the bylaws and restrictions and hopes that homeowners have seen an improvement.
- The Board began a process of regular reviews of the landscaping and property management contracts.
- The Architectural Review Committee remained active and several new committees were established or re-established: Social/Communications; Neighborhood Beautification; and Infrastructure. Reports from those Committees to be heard later in the meeting.

- The Board hosted an informational meeting about Neighborhood Watch led by JCC Police Officer Jamie Lilley. It hopes to follow up by organizing a Neighborhood Watch program that would create an emergency notice system, distribute information and resources about neighborhood safety and security and host a National Night Out.

Committee Reports

Social Committee – Mary Jane Robertson

Mary Jane Robertson reported that the Committee had successfully produced and distributed a neighborhood directory this year as well as organizing an Ice Cream Social which was attended by approximately 30 individuals. Plans for next year include maintaining the directory, creating a welcome package for new residents and hosting an event for National Night Out.

Neighborhood Beautification – Audrey Word

In addition to maintaining and planting flowers near the front entrance sign, the Neighborhood Beautification Committee:

- purchased and installed two benches and a trash bin at the playground;
- installed a “No Soliciting” sign near the entrance to the neighborhood;
- installed a “Owners and Residents Only” sign in the playground;
- organized a Neighborhood Work Day during which grass was seeded in one of the common areas on Westmoreland Drive, mulch was spread at the playground, equipment and signage was cleaned and two pet waste disposal stations were installed; and
- obtained a Neighborhood Beautification grant from the county in the amount of \$220 to cover the costs of the seeding and mulching

The Committee intends to apply for a similar grant next year with a view to adding additional timbers and re-staining equipment in the playground.

Infrastructure – Wayne Vick

This Committee has not yet been fully implemented. Its first full meeting is to be next Tuesday. New volunteers are welcome. The Committee is charged with looking at common areas: maintenance of capital assets, compliance with the county. A Reserve study is due in 2017. The Committee needs to look forward to the time when the BMP is put into WOA control and the costs associated with that.

There was some discussion about Mr. Hornsby’s comments and the need to be cautiously optimistic. The best possible outcome would be to find a resolution between the parties (developer, VDOT, etc.) that included a list of responsibilities and timelines for completion. Nonetheless, in light of the complexity of the issue, the Board intends to thoroughly research the issue and keep all its options open.

Architectural Review Committee – Marlene Armstrong

The ARC received and approved 10 applications for modifications this year. At the suggestion of the Committee, the Board included a reminder in its July mailing about the need to apply for approval for any changes to property. In order to make more clear what documentation is required for various requests, the Committee revised its Application forms and they are now

posted on the website. The Committee also hopes to post a FAQ to the website in the coming year.

Financial Report – Will Ouzts

Will Ouzts presented the Operating Budget for 2016, noting increased costs related to insurance and landscaping contract. In light of these increases and rather than reduce the amount allocated to the contingency reserve at a time when the neighborhood is uncertain of the status of several capital assets (roads, BMP), the Board felt it was prudent to increase fees by \$25 per property (to \$300 annually) rather than have homeowners experience a large assessment down the road. A portion of the increase is also listed under Legal Fees, in order to cover the upfront costs of litigating an ongoing violation and the possible need for legal counsel with respect to WOA's ongoing concerns with the developer (maintenance of Section 3 roads, BMP).

Election of Directors

It was noted that Board Member Marlene Armstrong's term ends this year, creating a vacancy on the Board.

There were no nominations from the floor. The Board will continue to request a volunteer and may opt to appoint someone during the year.

Homeowner's Forum

- A question came forward about costs for trash pickup. That contract is not up for renewal until 2017. It was suggested that the Board should aim for 100% participation in the program and try to work out a way that renters can participate.
- Questions were raised about repairs to the drop inlet on Pennington. The Board indicated that this relates to the larger issue of the maintenance required to be done by the developer in order to bring the road into compliance and make the transfer to VDOT responsibility. For other road issues, including the erosion mentioned at the Gentry cul de sac, homeowners can contact Pierre Forget and he will put a work order in with VDOT.
- Russ Hill mentioned, in case the Board was unaware, that Dominion Virginia Power would promptly make repairs to street lighting. VDOT is also generally quite responsive to requests for maintenance.
- A homeowner thanked the Board for arranging to have the speed notification sign placed in the neighborhood and asked that it be done more frequently. Another homeowner suggested, that with numerous new drivers in the neighborhood, school vacation might be a good time for this.
- A homeowner suggested that an additional "No Outlet" sign be placed at the intersection of Westmoreland, Pennington & Gentry as this is a good place to turn around. This would prevent unnecessary traffic and wear on our roads.

Adjournment

Meeting was adjourned at 8:29 p.m.

Respectfully submitted by Marlene Armstrong, Secretary, WOA.

DRAFT