



EVANS MILL POND OWNERS ASSOCIATION
Annual Meeting
November 16, 2015
McLean Governmental Center, Community Room

Draft Minutes

7:05 PM Meeting called to order by Kevin Price. The quorum was established as 27 residents were present.

President's opening remarks – Kevin Price

WELCOME:

- Good evening and welcome to the Evans Mill Pond Owners Association 2015 Annual General Meeting and thank you for coming. The Board and Committees work continuously during the year and this is your opportunity to find out what has been going on and to give us your feedback about issues at Evans Mill Pond and I encourage you to do that
- EMPOA is a self-managed HOA:
 - There is no outside management firm
 - Community is managed only by volunteers
 - Many thanks to Board members, Committee chairs and Committee members
 - Lastly, we encourage homeowners to come forward and volunteer for 2016 and beyond
- **NEW RESIDENTS:** We have a few new residents that I would like to welcome:
 - Dan and Anne Shaw at 7252
 - Richard and Bron Davis at 7285

A few specific comments related to projects in our community include:

- **Paving:**
 - Job was completed on or around the end of June after extensive planning
 - A sincere thanks for Bob Shipman and Paul Dyson
 - A 3rd party consultant was employed and was a tremendous resource
 - Job went mostly according to plan, timeline and budget
 - Very pleased with Fairfax Paving and Concrete
- **Reserve Study:**
 - Required by Virginia Statute every 5 years
 - Committee of 3 homeowners established in mid-summer – many thanks to them!
 - Miller Dodson performed previous report and was engaged again
 - Timing was appropriate given the completion of paving and prior to 2016 budgeting
 - As we communicated last year, we will discuss a dues increase a little later in the meeting.
- **Snow Plowing and Hand Shoveling:**

- O'Grady's Landscaping will be engaged again for 2016
- Hand shoveling will be employed for driveways where plow is unable to navigate
 - First time engaging this service
 - Actual shoveling will not take place during each plow session – tentatively during the last plow of a storm
 - New service will be a work in progress so we need to monitor carefully
- Pond:
 - Ongoing question as to potential siltation of the pond due to neighboring construction
 - An informal survey this fall by committee members relative to the 2005 Huntley/Nyce survey suggests no material buildup – thanks to those who conducted the survey
 - No further action or capital funds to be allocated to the pond at this time

2014 Annual Meeting Minutes were approved unanimously.

Treasurer's Report and 2016 Budget – Stephanie Simeone – See attached for specifics.

It was reported that EMPOA completed our most expensive long range projects this past year with current reserves. Given the project work, we were over budget in three areas: snow removal, legal work by outside counsel and a mid-year increase of 1.65% in our trash service (in addition to a 3% increase starting in 2016). With operating expenses increasing over the last few years, dues will be raised for the first time in almost 10 years to \$617 per quarter from \$535.

After the Treasurer's report, a variety of questions were raised related to our community such as:

- the spending of reserve money and the requirement for unanimous Board approval to do so;
- the use of Community Inspection Services (CIS) and how best to follow their exception reports;
 - President reported that in addition to nominal fines that can be brought against homeowner violations, the Board has broadly discussed keeping an open violation list for such items and including them in the resale disclosure book
- include open violations within the community on the website,
- ask legal counsel about the use of liens against homeowners,
- the possibility of changing our website to a password – protected site.

Committee Reports:

- Architectural Review Committee: Betsy Rice – see attached report.
Betsy thanked the community for their cooperation in filing ARC requests. She also thanked the members of the committee for their time and effort in processing the requests. The Committee was very busy this year processing 48 requests, many of which were requests for more than one change, improvement or maintenance item.
- Landscape Committee: Brian Mullen – no written report.
Thanked the members of the committee for their collaboration and reviewed the tenets of their work. He highlighted the major accomplishments of the committee and also discussed the importance of coordination with ARC when necessary. He also discussed the issue of curb deterioration within EMP and asked for community help to maintain the work and efforts of the committee.

- Long Range Planning Committee: Tom Hogan – see attached report.
Tom Hogan provided the report for Scott Redd. Tom indicated that the committee's job this year was largely performed by the outside study done by the Miller Dobson company at the request of the Board; but that they analyzed that outside study --- which presented an exhaustive list of our community's potential future requirements -- and compared the projections made by Miller Dobson to those our committee had been making in recent years. They thought that there were only two categories of the Miller Dobson study which projected future capital expenses that were questionable: --- The first category involved a couple items that really are not true capital expenditures, namely expenditures for minor items like our few benches and repairs to the back fence along the Merrimac Drive perimeter of our property. The Miller Dobson report allocated a total of \$60,400 over the next 20 years for items in that category, whereas the committee's previous estimates totaled \$35,000; --- The second category was the tennis courts, and several members of the committee thought the Miller Dobson projections of when repairs would be needed and how much they would cost might be inaccurate. The planning assumptions previously recommended by the Tennis Committee as to when the courts would need renovations or repairs were quite different from the Miller Dobson projections, both as to the time estimates and the costs. Previous assumptions were that the future renovations or repairs would total roughly \$64,000 over the next 20 years, whereas Miller Dobson projected total expenditures of \$136,700 over the next 20 years.

Tom then stated that they agreed with the Board's decision to budget annual contributions in the amount of \$21,533 to Reserves, at least for the next several years, until further investigation could be done to accurately determine the future renovations and repairs that would be needed over the next 20 years for the tennis courts.

- Maintenance Committee: Bob Hudec – no written report.
Thanks the committee members for their time and effort. The community is in good shape and continues to deal with items as they occur as well as enhance areas of the neighborhood.
- Welcome Committee: Laura Schultz – no written report.
The committee's purpose is to give a warm welcome to new residents and offer them helpful information about our community. This year we have welcomed two new residents as previously reported.
- Tennis Committee: Brett Meringoff – no written report.
In Kevin's opening remarks he discussed a request from The Langley School to share the use of the Association's tennis courts. Outside counsel determined that the Board did not have the authority to grant this request. More information is available upon request.
Brett also indicated that the committee welcomes input from the community. The tennis courts have remained in good condition following the replacement of the original windscreens by All Pro however there is some concern with the screens coming undone and the quality of the ties that are used. The committee will continue to monitor this. In addition it was reported that there has been some use of the courts

by non-residents and it was decided at the annual meeting that locks should be used on the courts.

- **Pond Committee:** Tom Ettinger – no written report.
Tom reported that the pond has been in the best condition we have seen for a number of years. The one major problem beyond our control was the heavy silting that continues to pour into the pond when we have a major rainstorm in the summer. This muddy runoff comes from the new county construction on the corner of Lewinsville Road/Balls Hill Road.

Other Business – Kevin Price

In addition to the issue of speeding within the community, several other emails were received from residents prior to the annual meeting about other concerns including large drainage sewers and the potential threat they pose for children, and parking within the community. A very broad discussion occurred around these issues and it was determined to establish a committee next year to review these issues and make recommendations to the Board. Discussion highlights are included below.

- A suggestion to send around a quarterly reminder to residents about speeding, include more traffic signs within the community and consider speed bumps.
- Have homeowners with children use the 'little green men' that warn drivers when children are at play.
- A reminder that cars should be parked in homeowner garages.
- A recommendation to homeowners to keep outside lights on at night.

Lastly, a letter to the community from David and Cynthia Liss was read. Please see attachment.

Election of New Board Members – Kevin Price

The voting was unanimous and the people put forth by the Nomination Committee have been voted onto the Board of Directors. The Board is now:

Susan Arthur
Andres Escobero
Kip Howlett
Kevin Price
Bob Shipman

The meeting was adjourned at 8:20 PM

MEMORANDUM

TO: EMPOA
FROM: STEPHANIE SIMEONE, EMPOA TREASURER
SUBJECT: 2014 AND 2015 (PROJECTED) PEFROMANCE AGAINST BUDGET AND 2016 BUDGET
DATE: OCTOBER 16, 2015

Summary: EMPOA completed our most expensive long range project in 2015 with current reserves. We are fortunate that thoughtful planning over the years enabled us to complete this major infrastructure project without issuing a special assessment. Starting in 2016, we will start rebuilding the reserves based on estimates and recommendations provided by Miller Dodson, the company that performed our reserve study this year. EMPOA's operating expenses have been increasing over the last few years across multiple line items. For example, we received a 1.65% in our trash service mid-year and received notice of an additional 3% increase starting in 2016. Dues will be raised for the first time in almost 10 years to \$617.00 per quarter.

Attached is a financial statement providing 2013 and 2014 actuals, 2015 budget and estimated actuals for year end 12/31, and the 2016 budget approved by the Board.

Reserves: Following is a summary of reserve activity for 2015.

Reserve Beginning Balance 1/1/2014	\$235,423.58
Reserve expenditures approved by Board 2015 (est.)	-
	\$198,492.25
Addition to Reserves from 2015 dues	\$8,175.00
Addition to reserves excess 2014 budget	\$3,744.69
Interest est	\$132.00
Reserve Balance 12/31/15 est	\$48,983.02

Architectural Review Committee End-Of-The-Year Report
November 16, 2015

Committee Members:

Kathryn DeVito
David Liss
Osamu Toki
Laura Schultz
Betsy Rice, Chair

During this calendar year the committee:

1. Processed 48 applications from homeowners, many of which requested more than one change, improvement or maintenance item per application.
 - a. 12 requests for painting
 - b. 2 requests for widow replacements
 - c. 4 requests for replacements of doors
 - d. 2 requests for the replacement of garage doors
 - e. 13 requests for yard and plantings replacements
 - f. 6 requests for front entrance work
 - g. 2 requests for exterior patio work
 - h. 2 requests for work on decks
 - i. 2 requests for work on walkways
 - j. 10 requests for replacement of light fixtures
2. Collaborated with the Board on issues of compliance with the Rules and Regulations of the community.
3. Worked with homeowners on completing the items brought forth on the "Walk Through Inspection of 2015".

I want to thank my committee for their dedication to the community, wisdom, and commitment to keeping the community's homes at their best. It has been a pleasure to work with them and the homeowners of the community.

I want to especially thank the 96% of the 50 homeowners who have complied with the Rules and Regulations of the community which they signed at purchase with good humor and grace. Complying with these Rules and Regulations in turn keeps our community looking wonderful and taken care of and keeps our property values high.



EMPOA Long Range
Planning Committee ,

Evans Mill Pond Homeowner Consideration:

From: "Ben Liss" <benliss@cox.net>

Date: October 27, 2015 at 3:54:30 PM EDT

To: "'Susan Arthur'" <arthurs1@cox.net>

Cc: "'Kevin Price'" <pricek7885@gmail.com>, <ally.meringoff@gmail.com>, "'Stephanie Simeone'" <stephaniesimeone@cox.net>, "'Robert Hudec'" <rahudec@gmail.com>

Subject: New Agenda Item Proposed: EMP Children & Roads

We will be overseas during the annual meeting but ask a new topic be added to the agenda. We request the Board share our thoughts by reading the following aloud at the meeting.

We have reviewed the meeting materials and note speeding is a topic for discussion. Speeding is an important issue but the consequences of speeding raises an associated concern.

For some time, we and others have voiced grave concern about the growing number of children playing in the community's roadway. This is an inherently unsafe and troubling situation. We and others are very worried a child might be injured - or worse - as many cars and trucks enter and leave Evans Mill during the day. Our private roadway was constructed for the purpose of automobiles entering and exiting Evans Mill. The roads were not designed nor intended to be used as a playground for young children.

We have observed young children playing in the road without adult supervision. We have seen young children on trikes darting into the roadway with an adult far behind talking on a phone. Even with a car or truck traveling at modest speeds, such circumstances are worrisome.

We believe community residents should offer input so the Board can consider formulating a clear and reasonable policy that protects drivers and young children from potential harm. If a tragic accident were to occur, the Association and each homeowner might be subject to claims of gross negligence and significant financial liability as this is an eminently foreseeable hazard. That said, this hazard can be intelligently addressed with a dose of common sense and reasonable guidelines.

We offer several constructive, positive suggestions. First, let's consider designating a specific area be set aside for children to safely play and ride trikes while, at the same time, ask parents not to encourage their children to play in the community's roads. A similar strategy is used in EMP Rule 11 that details specific parking area prohibitions during snow removal periods. To this end, the Green is an obvious choice to designate as it is an open play area. Also, there is a beautiful playground open to the public adjacent to Evans Mill at

Langley School. There is also the large grass lawn next to our tennis courts which offers a suitable and safe area for play. Secondly, for young bike riders and skateboarders, let's consider allocating one of the two rarely used tennis courts as a designated area for children to more safely play.

The point here is to work together so we can ensure the safety and well-being of an increasing number of young children now playing in our streets. To that end, we believe EMPOA should adopt a simple, clearly-worded new Rule without further delay. Ideally, that Rule will provide a policy that simply says playing in the road is not acceptable behavior as it carries with it the real potential for serious harm.

Doing so will help proactively protect EMP's young children and, at the same time, shield community residents from the emotional as well as legal consequences that flow from a tragic accident. We urge the Board, after receiving community input today, to take the necessary and prudent steps that will lessen the possibility such an unfortunate outcome might occur.

Cynthia & David Liss
7236 Evans Mill Road