Lakewood Hills #2 Community Association

Spring 2025 Meeting Minutes(not yet approved)

Association Informational Spring Meeting 2025 (May 4, 2025)

The Informational Spring Meeting of the Association was held May 4, 2025 (in person) outside the Vice President's townhouse on Gavelwood Court, Springfield, Virginia. All the attendees joined the Board Spring meeting in progress that preceded the Association Informational Spring Meeting 2025. Accordingly, except for a summary presentation of the President's remarks, it was unnecessary to repeat all the results of the earlier Board meeting for the same attendees. (See Board Spring Meeting Minutes of May 4, 2025.)

The President did ask if there was any new or old business the Community wanted to discuss. There was further discussion of new plantings needed around the community and the need for individual owners to prune the overgrowth of shrubs and trees in their yards. One homeowner had asked that leaves not be blown back into his yard by the ground's contractor.

The President adjourned the meeting and thanked the attendees for coming.

Board Spring Meeting 2025 (May 4, 2025)

The Spring Meeting of the Board was held May 4, 2025 (in person) outside the home of the Vice President on Gavelwood Court, Springfield, Virginia. This Board meeting was held prior to the Association Informational Spring Meeting. A quorum of Board members were present. The President noted the Board meeting is open to all members of the Community.

The Board approved the minutes of September 15, 2024 for both the Board and Association meetings. The Board approved an increase of $39.00 in the annual dues assessment for July 1, 2025 to June 30, 2026 time period. This increase is based on the published Consumer Price Index (CPI) rate of 2.6 (October 2024) as prescribed by deed covenants. Consequently, the total dues assessment will be $1,528.00 (due June 30, 2025). The President stated inflation was the driver behind the dues increase but inflation was less than last year. The President on behalf of the Treasurer provided a review of the current budget and the cash receipts and the expenditures of the Association from July 1, 2024 to May 4, 2025.

To date receipts and expenditures were within the approved budget except for three items. Snow removal exceeded the budget allowance, but funds were available from the $5,000 allotment for unanticipated expenses to cover the snow removal costs. Legal costs exceeded the budget allotment. Some of these legal costs were partially recovered through collection actions. Website costs were also in excess of the specific website budget. Reallocation of funds from other administrative budget items to the legal and website budgets kept the overall administrative expenses within budget. The trash contractor has notified the Association of a 10% increase in rates. Fortunately, last year the trash contractor had retracted a 12% increase based on the Association's early renewal of the trash contract and only increased the rate 2%. It appears that the new 10% increase on the base rate (increased by 2% last Fall) will claw back some of the discount we received.

All homeowners paid their dues for period 7/1/2024-6/30/2025. Two homeowners had been referred to the Association's legal counsel for collection of back dues. A judgement was obtained on one homeowner who paid the Association three (3) years of annual dues but did not pay their attorney fees judgement. The other homeowner paid the dues owed and attorney fees before judgment. The President was concerned that pursuing the attorney fees on the one homeowner would be costly to the Association. The President requested the Board to approve a waiver of the attorney fees debt if the homeowner paid FY27 Annual Dues on time. If not, the President would advise the Board of what further actions are recommended regarding the homeowner's debt.

The HOA President is checking with legal counsel on any updates to laws and regulations that affect the Community Association. Most importantly, the Corporate Transparency Act (CTA)'s impact on the HOA Board will be limited by the new administration's proposed federal regulatory definitions of required registrants. The new definition excludes our HOA Board members from registering with the Department of the Treasury. This has been an ongoing legal issue for over a year with numerous deadlines set by the federal government. The HOA President hopes now to have time to investigate the posting of leash laws in Fairfax County.

The Board has received a notice from Fairfax County that Chesapeake Bay Preservation Areas (RPAS) may be part of the Community's woods and the surrounding Fairfax County Parkland. In RPAS, there are restrictions on removing dead, dying or diseased trees or invasive vegetation and prohibitions on clear cutting vegetation or removing vegetation to create lawns.

The President noted with sadness the recent passing of Ellen West, a former Board member and longtime resident and contributor to the community. Board members shared stories of her life. She will be missed. A card will be sent to her surviving spouse. Also, another member of our community passed away. A Board member was present and assisted in getting an ambulance and fire rescue. Condolences were sent to the family.

The President stated 9068 Gavelwood Court is being listed for sale and had requested a resale package. The longtime resident and owner had moved into the home of her daughter. The updated Virginia Certificate of Resale needs to be provided to the seller upon request. The President has updated the resale package to meet the requirements of the law.

The Board after discussion authorized an increase in the preparation fees for future resale packages to $200.00 (including preparation and delivery that does not include an overnight delivery request) and added a $35.00 fee for each additional hard copy. The actual cost of overnight mailings of resale packages were approved as fees by the Board (if overnight mailings were requested as mode of delivery by seller/agent). All these fees were below or in accord with the maximum allowable fees under current Virginia law.

The President noted that our insurance broker representative from Risk Strategies has again been replaced and the new representative is working to put in place both the Association's general liability coverage for the common areas and extend for another year the Association's Directors and Officers (D&O) coverage. The general liability policy expires May 7, 2025. The D&O coverage is in place through 2027 with annual renewal payments.No substantive increase in premiums is contemplated and no interruption in coverage is anticipated.

The President requested and received Board approval to buy rolls of stamps before the summer price increases and envelopes (security type/self adhesive) for mailing out dues assessments.

The Vice President said the retaining wall project (with landscaping features), that replaced an eroded tiered structure for mitigating erosion of common area forest land along Golden Ball Tavern Road, was completed. This project has been discussed for decade(s). Money from the reserves was budgeted to pay for this capital project but there may be enough unspent operating funds to reimburse the reserves for the costs. The Vice President said he had had many compliments from the community regarding the project.

The Vice President was granted contracting authority by the Board to commit up to $500 monthly for emergent tree or grounds care within budget limits without the need of the Board to vote on each of these minor projects.

The Vice President reported extensive tree work had been conducted to remove dead and dying trees during 2024-2025 as budgeted. The Vice President will soon be conducting another assessment with the grounds contractor and the arborist to identify diseased/dead trees that present a hazard to the Community and need to be cut down. The Board will be notified of such emergent tree work by email. The Vice President is also considering proposing a contract with SAVaTree to focus on weed problems that our current grounds contract has not addressed. They had provided the same service in the past. The Vice President also is looking into new signage for towing, parking, etc.

The usual concerns about trash not being properly secured were discussed. Concern about damage being caused to trees and mail boxes by unsupervised children was discussed.

The ACC Chair reported three requests for exterior changes to properties and one sales inspection. Annual ACC inspections are scheduled for June 13th. Concern was expressed about a car that had sat over a month with a flat tire in front of the owner's townhouse and the excessive decorative items that were in another owner's front yard.

The Community member who is serving as the point of contact to upgrade the Association's website reported significant progress with the designer. The current website is running. It can be used to access information but the site is unable to send emails directly to the Board members and sporadically does not receive messages sent by homeowners.

The meeting was adjourned to start the Association’s Informational Spring Meeting on the common grounds.