

Walney Oaks Homeowners Association  
Annual Meeting Minutes  
August 22, 2023

An annual meeting of the membership was convened at the Sully District Police Station in the Community Room located at 4900 Stonecroft Blvd., Chantilly, VA 20151. The purpose of the annual meeting is to elect members of the community to serve on the HOA Board as well as share an overview of actions taken by the HOA Board over the past fiscal year.

**Attendees Board Members:**

Jeffrey Wolff	President
Kristina Ringqvist	Vice President
Brian Correia	Treasurer
Jennifer Miner	Secretary
Michelle Breslin	Director

**Call to Order:**

The meeting was called to order at 7:02pm. Five board members, one ARCC member, one CMC representative and 22 homeowners.

**Proof of Mailing/Proof of Quorum**

Two letters were sent to each Homeowner via US Mail dated July 11 and August 1 as notification for this meeting. We have proof of quorum with 83 on-line votes cast at [www.Walneyoaks.com/vote](http://www.Walneyoaks.com/vote) using the ElectionBuddy platform.

**Nomination of Candidates:**

Two candidates on the Board are up for re-election at this meeting – Michelle Breslin and Kristina Ringqvist. Candidate statements were received from five homeowners who were all included on the electronic ballot. An additional eight homeowners were added to the online ballot as write-ins.

**Election Results:**

Based on on-line voting, held via Election Buddy between July 31, 2023 at 10:20am and August 21, 2023 at 7:00pm, Lakshmi Srinivasan and Kristina Ringqvist were elected to serve a three-year term.

**Additional Ballot Item:**

A question asking if the Design Guidelines should be modified to allow greenhouses. The results were 43 in favor, 33 opposed and 7 abstentions. The Architectural Review and Covenants Committee is directed to draft new language permitting greenhouses with specific guidelines, much like the guidelines for storage units.

**Treasurer's Report:**

The July financial statement was available for the meeting. As of July 31, 2023, Walney Road HOA has the following: \$70,084.72 in operating funds and 2 CDs totaling \$66,043.88 plus accrued interest resulting in total cash and investments totaling \$137,610.27.

The Residential Assessments Receivable account at the end of July is \$1450.68 which is an increase of \$1121.68 from the previous month. The Reserves for Repair and Replacement are fully funded with excess funds of over \$8100. Prior Year Owner's Equity is \$6545.89

For July, the Income Statement reflects a net operating income of \$466.19. This equates to a positive operating budget variance of \$759.19. Year to date, Walney Road HOA has a net operating income of \$6476.86 and a positive operating budget variance of \$6445.86.

Monthly assessments were maintained at \$65.00/home/month.

### **President's Report/Community Issues:**

#### **Actions taken and Events Hosted by the Board in 2022-2023:**

This year, the Walney Road HOA held 4 quarterly board meetings: February 7, April 25 & 27, June 13 and August 8.

- We filed our 990 tax return and had last year's financial records reviewed by the accountants.
- We rolled over CDs that matured during the year to ones with higher interest rates.
- The board heard a homeowner appeal of a design guideline violation notice for a fence built on their property. Based on information presented, the board amended the design guideline language to allow for the fence and abated the violation.
- We held our annual carriage ride in December of 2022 but due to our social chairperson moving out of the community, we did not plan a Summer 2023 Block Party. If anyone attending is interested, we are looking for a new Social Committee Chairperson.
- The Board had to contract for the yard clean-up for a home that was not being kept up, but that homeowner has been paying for the work that has been done to date.
- The HOA Board is proposing a Community Clean-up Day in the Fall of the various tree save areas that we have in our common areas. This will take place when the area is less dense and after we have had a chance to survey the common areas and ensure that we have all of the trees covered.
- Based on the candidate statements and conversations around the community in recent days, the board has taken a stance to wherever possible make our actions and that of the ARCC as transparent as possible.
  - The schedule for all HOA Board Meetings is always posted at the beginning of the term. Most board meetings are held by Zoom, so if a homeowner is interested in attending, they can email [info@walneyoaks.com](mailto:info@walneyoaks.com) to receive the Zoom link.
  - Draft minutes for all board meetings are typically posted to the website immediately following the meeting for anyone to access.
  - In addition to the board members' names and terms, we have posted the names and terms of the ARCC members to the website as well. The committee is only at 4 people right now and can be as large as 7, so anyone that would like to join the committee can inquire with me at any time.
  - The board also revised the process for appeals to decisions of the ARCC this year to make sure that they are done in a more timely fashion.
  - Our Bylaws and Declaration of Covenants are posted on our website and we also maintain a Facebook page for the HOA where updates to trash pick-up, snow removal, etc. are posted.

#### **Open Forum/Questions and Answers:**

- Question was asked about why the Election Buddy platform that allowed more than one vote per house. The online platform allows for a homeowner(s) to enter in their address and email address

when casting their vote but does not prohibit a vote from being cast more than once. With the election this year there were 6 duplicate or invalid ballots based on more than one vote being cast per address. Community bylaws allow for only one vote per address. The Board will identify ways to ensure future elections only allow for one vote per household to be cast.

- One of the biggest costs of the community is trash and recycling. The Board is currently soliciting bids from other trash companies to ensure we are getting the best rates. It is possible that trash and recycling may be down to collection only one day a week collection if it is significantly less expensive. Homeowners expressed they would prefer twice a week pick-up if possible.
- It was mentioned that the trash cans at the ball field are continuously overflowing. The Board is aware of this issue and are in communication with AAA/Republic to ensure weekly collections are occurring.
- It was asked if the Mosque congregation (members and guests) are able to use the ball field on a regular basis. It was shared that they are playing cricket and appear to be ruining the grass area near the backstop. The Mosque has approached the Board about splitting the costs to install a cricket field/pitching lane at the ball field. The cost would be split between the mosque and the community. The homeowners at the meeting were not in favor of doing this.
- A homeowner did suggest if a cricket field is going to be installed could a pickle ball court be installed as well. The Board can explore the costs of this and send a vote out to the community if it is deemed feasible.
- A homeowner shared concerns about the amount of noise, traffic, and possible illegal activity taking place at the ball field. It was also pointed out that the towing sign is no longer valid as the company has no record of our community. The Board will explore options to help curb this type of activity including securing a new agreement with a towing company.
- A homeowner had a question about Doody Calls collecting the waste from the trash cans. The cans are serviced weekly on Mondays and the Board is regularly reaching out if they are overflowing and not being serviced. A second container could be added to the main entrance. The Board can explore this as an option.
- Tree Save areas – The Board is conducting a survey of the area. A homeowner had question about pruning the tree save area between our community and Waverly Crossing. Since the HOA has responsibility for this area what are we doing about maintaining this area. It was requested that pruning is done in in this area. It was proposed that we clean the tree save area quarterly. After the survey is complete, the board will bring in an arborist to look at the tree save areas to determine if any pruning or thinning of the area is needed. The tree save areas will be the focus of the fall community clean-up to remove trash or debris that may have blown into this area.
- Questions were asked about the repaving of the streets in the community. The homeowner suggested reaching out to Cathy Smith's office to inquire about getting crosswalks at the end of the community. The homeowner volunteered to reach out to her office to see if anything can be done to expedite the re-paving.
- It was asked if it is possible to add additional stop signs at the ball field/penny tree place. The Board will research this.
- Questions were asked about how to deal with cars parked illegally in the community – the Board reminded everyone to call the non-emergency line to have the cars ticketed.
- ARCC questions: a question was raised about why it takes so long to get an application approved. Why does the 45-day timeframe reset when questions come back and forth. Craig

explained how the application process works. Applications cannot be submitted electronically at this point. CMC is working on streamlining this process. It was also suggested that the appeals process be increased to 10 days vs the 7 days currently listed on Appeals letters as this is what is stated in our Bylaws and Covenants.

- A homeowner suggested that there be deadlines placed on when applications need to be submitted each month to be reviewed prior to the next monthly deadline. It was not recommended that we do this as it could cause significant delays in when a project could be received, approved, etc.
- Election question: it was suggested that we require homeowners to provide their email addresses to allow only one vote per address. This isn't possible because we don't have email addresses for all homeowners. Additionally, there is no way to confirm that there is only one vote per household as each member of an address could have a different address.
- It was recommended that TownSquare be turned into a real communication platform to allow for better communication between the community members. It can be used to pay HOA dues, check on the status of an ARCC application, and see updates/announcements. The Board can look to see if there are ways to increase community utilization of the platform.

**Adjournment:**

The meeting was adjourned at 8:21PM.