

**MINUTES OF THE  
2016 ANNUAL MEETING OF  
GRAY'S POINTE CONDOMINIUM**

Fairfax Church of Christ  
Fairfax, Virginia  
6:30 p.m.  
November 1, 2016

<u>Board Members Present:</u>	Eneyda Bezares	President
	Holly Purcell	Vice-President
	Jim Mullins	Member at Large
	Loraine Dragavon	Member at Large
<u>Board Members Absent:</u>	Barbara Cohen	Secretary
<u>Others Present:</u>	Pam Ward	Property Manager, TWC Management
	Tammi Butler	Recording Secretary, Notable Minutes, Inc.

Homeowners Present:

Michele Mullins	12951A
Stefanie Hill	12933A
Janet Goodwin	12841B
Marissa Gaines	12904B
Michael Lowe	12926A
Edward Lohmann	12908B
Maria Olson	12890C
Annette Shaul	12954C
Kathy Greene	12901A
Alonna Dawes	4056C
Sydney Myers	4050B
Araceli Nunez	12915C
Elana Arbelaez	12908A
Angie Moreno	12287A
Rebecca Borghi	12902B
Tara Taylor	12935A
Kristin Summers	12898A

**I. CALL TO ORDER /VERIFICATION OF QUORUM/INTRODUCTIONS:**

Ms. Bezares called the 2016 Annual Meeting to order at 6:30 p.m. Management announced a unit quorum of unit owners was met because 53 owners were represented either in person or by proxy. There were 32 proxies and 21 unit owners present. Ms. Bezares introduced the Board members.

**Notable Minutes**

## **II. REVIEW OF THE 2015 ANNUAL MEETING MINUTES:**

The Board reviewed the 2015 Annual Meeting Minutes. The minutes were unanimously approved.

## **III. OFFICER'S REPORTS – ACCOMPLISHMENTS OF 2016:**

### **President's Report:**

Ms. Bezares stated there were not a lot of projects completed this year. The Board primarily addressed safety issues in the community by either replacing or repairing the concrete porches and stairs. An exterminator was hired to address the rat issue. Rat bait boxes were placed throughout the community and the door sweeps were installed along with covering the holes. There was some landscaping done. Projects for next year include: painting the outside and power washing the siding and decks. Management stated that the painting cycle is every four years. Ms. Bezares stated that the Board is considering replacing the pool fence but it is dependent on how much the painting will cost. Ms. Bezares stated the Association has a three year contract with Peter's Landscapes.

Owners had questions and concerns about: (a) the lighting; (b) cause of the rat problem; (c) landscaping the areas behind buildings 12903 and 12905; (d) planting in front of the ground level windows; (e) percentage of rentals; (f) the vent outside the utility closet and birds building nests; (g) birds building nests in the soffit venting for 12890; (h) the door not closing properly for 12890C; siding coming off on one of the buildings; and (i) teenagers loitering in the lobby area of her building and installing locks for the doors.

**The Board and Management's responses were:** (a) the Board is aware of the lighting issue and will be addressing it; (b) the cause was from bird feeders and owners storing animal food in storage closets; displacement from other areas such as downstream and the excavation in the storm detention pond to the east of Grays Point. The shopping center is not contributing to the rat problem; (c) the new landscaping plan will be addressing the areas under the windows; (d) the contractors do not plant too close to the window and leave space to avoid the groundcover from growing through the wall and siding; Management suggested mulching the area; (e) approximately 40% are rental properties; (f) the vent is the fresh air intake for the chimney stack and the vents belong to the unit owners; Management suggested installing a screen; (g) there is a federal law against harming migratory birds with a \$10,000 fine; Management will have the maintenance people inspect the condominium and tighten up the soffit vents, as well as remove any old nests; (h) Management will follow-up on the issue; and (i) the Board discussed locking the foyers and having an intercom system but the expense would be over \$150,000 for the 38 foyers; Management informed the owner to contact the Police if they see people loitering in the foyers or on the property.

#### **IV. FINANCIAL REPORT:**

Ms. Ward reported referred to the financial report as submitted in the Board packet. The fiscal year starts April 1<sup>st</sup> through March 31<sup>st</sup>. The report presented was for October 31<sup>st</sup>, with five months remaining in the fiscal year. Management explained that the community was in a rebuilding phase and has been for the last couple of years. Four years ago the roofs, siding and painting were done. The landscaping and lighting have not been completed. Currently the Association has cash assets of \$664,201.55. All of the cash assets are invested in federally insured funds including certificates of deposits (CDs) and money market accounts. Currently there is \$594,738.27 set aside for reserves. Management explained that the amount of money the Association allocates for reserves is determined by the reserve study. There is a statutory requirement mandated by the Commonwealth of Virginia for the Association to conduct a reserve study every five years and contribute a specific amount to the reserves each year based on the results of the study.

Owners asked: (a) if there was concrete work done; (b) about how much money was set aside for snow removal; and (c) if there was a budget for replacing the pool umbrellas.

**Management's responses were:** (a) the concrete is addressed when there are safety concerns or trip hazards; it is too late in the year to be doing additional concrete work because it has to stay untreated for a year; (b) that snow removal is an operating expense and the amount was increased this year with \$42,000 in the budget; and (c) replacing pool furniture is expensive but the Association will be using a company called Criterion to restore the pool furniture.

#### **V. COMMITTEE REPORTS:**

Pool: Ms. Bezares reported that the pool season went well. The Board discussed extending the pool hours for next year. Ms. Bezares explained that if the pool hours were extended then this would cause an increase in the monthly fees. The Board will send a survey to gather feedback from owners. The Board will review the feedback from owners before making a decision.

Landscape & Trees: Management stated that the landscaping is an ongoing project.

Website: Management stated there is a new webmaster. Management commented that the website does not have a lot of traffic. An owner encouraged owners to join the Facebook page. The Board discussed posting the Facebook page link on the Gray's Pointe website.

An owner asked about having a website that is more functional and interactive. There was a discussion about having a message board. Management suggested Nextdoor as another option for allowing owners to communicate with each other. An owner suggested having a resident portal. The Board stated they would follow-up on the owner's suggestion for a residential portal.

**VI. ELECTION OF BOARD OF DIRECTORS:**

Ms. Ward announced that two positions are available on the Board. The Board is comprised of five Board members who serve three year terms. The terms are staggered. This year Eneyda Bezares and Holly Purcell's positions are up for election. It was agreed by unanimous consent that Eneyda Bezares and Holly Purcell should both serve for another term.

**VII. COMMUNITY ISSUES:**

Owners had questions/concerns/comments about: (a) a man sleeping in the foyer; (b) owners not cleaning up after their dogs and keeping them on a leash; (c) having a dog park area in an open area next to one of the buildings; (d) about being reimbursed for \$150 because of an electricity issue that occurred during the summer within an individual unit (12904B); (e) how long the rat issue was going on; (f) the reason for not having Verizon FiOS; (g) the schedule for recycling plastic; and (h) increasing the recycling pick-up days during the holidays.

**The Board and Management's responses were:** (a) contact the Police; (b) the information will be included in the next memo; (c) the idea has been discussed but the area in question belongs to the townhomes; (d) Management will look into the situation; (e) the issue started during the summer near the pool; (f) Verizon previously stated that they were not interested in expanding into the community; however, the Board will look into it again; (g) the recycling pick-up is twice a week; and (h) there would be an additional cost that should not be necessary.

**VIII. GENERAL DISCUSSION**

Raffle: All of the owners in attendance put their names in the drawing for the free month's fee. Ms. Ward announced that Rebecca Borghi of 12902B was the winner.

**IX. ADJOURNMENT:**

There being no further business to discuss, the 2016 Annual meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Tammi J. Butler, Recording Secretary