

[THE MANOR MONITOR](#)

A Monthly Publication of The Vint Hill Manor Homeowners Association
September 2010 (www.vinthillmanor.org)

Board of Directors' Monthly Meeting

* The August 2010 meeting of the Board of Directors (BOD) of the Vint Hill Manor Homeowners Association (HOA) was held on Tuesday, the 3rd, in the Conference Room at the Vint Hill Conservancy/ EDA offices at 4263 Aiken Drive. The regular, monthly BOD meetings are open and all members are invited to attend.

* At the beginning of each monthly meeting, there is an opportunity for members to make comments and/or present questions for the BOD's consideration, as well as advise concerns, or offer ideas. Minutes of the previous meeting, as well as current financial statements, are made available to all attendees. Significant items addressed at the meeting are covered in the Newsletter.

An Article from the President

Our HOA control over the Common Grounds took on a new look this year. To focus more time and energy on this important area, the Board split the job into two areas - monitoring our maintenance-only contract with Ruppert, and initiating new projects. The new Board member, **Ken Williamson**, took charge of monitoring our contract. Initiating new projects does not have a permanent person in charge; but I agreed to temporarily fill that position. So far, the focus of the latter position has been directed toward resolving problems. In 2011, we hope to be able to redirect some efforts toward enhancements. The August 2010 issue of the Manor Monitor contained the Guidelines for an Owner to initiate a request for a project. **If you have an interest in this job, please call Frank at 341-1473.**

The yearly frequency of key items within our maintenance-only contract is as follows:

- > Trees - prune once, fertilize twice
- > Shrubs - prune 3 times, fertilize twice
- > Turf - mow 18 times, fertilize 4 times, weed control 3 times

Various owners in our community have volunteered to help maintain quality control of the common area behind or beside their lots. Responsibility by lot numbers:

1-6	Deanie Thomas	351-0378
7-18	Bob McConahy	347-1464
19-35	Mark Melancon	341-4177
36-44 and 51-53	Dick Moss	347-3931
45-50	Sherry Moore	349-8550
54-61	Charlie McDaniel	347-3301
62-71	Irene Gomez/Dorothy Johnson	351-6174/347-6688
72-82	Tom Daily	341-7606
83-90	Smitty Allnutt	349-4409
91-100	John Knight	347-9063

If you have an interest in the common area, please email or call Ken to have your name added.

We ask each Owner to pass on their concerns to the Owner listed above for their lot area. We ask the persons listed above to inspect and report the area of concern to Ken Williamson. Once a month, Ken will walk through our neighborhood with representatives from Ruppert and OLM (the quality control experts) to review our concerns. These are added to a monthly report for follow-up.

Occasionally, situations occur that can be corrected at the time. For example, you may see that Ruppert has missed a spot while mowing. It is OK to point that out to the mowers so they can correct it immediately.

Architectural Review Committee (ARC) Activity

Stan Manvell, (in Steve Chronister's absence) reported that the ARC did not meet in July. Only one Design Review Application had been received and that was for a recently installed railing that was expected to meet the guidelines and be approved.

Regarding the status of unreported modifications, it was noted that a couple of changes had been in the community – one concerning an incorrect storm door and another concerning an unscreened trash can. As a result of this activity, the combined unreported modifications and violations list now stands at 6, reduced from 8 which was the status as the end of June.

The ARC meets on the last Tuesday of the month. The meeting for August was planned for 7PM on Tuesday, August 31, at 6828 Averbach Ct.

The ARC is always more than ready and willing to meet with any homeowner to provide guidance and/or assistance with the necessary application(s) which are required before exterior modifications are made to our homes. In a spirit of cooperation, please help the ARC reach its goal of Complete Compliance! **Manor Pride!**

Planning some changes – give Steve a call at 428-1828

Editor's Note: On behalf of the community, THANK YOU to the dedicated past and especially present members of the ARC for their untiring efforts and significant achievements in drastically reducing the number of unreported modifications and violations.

Common Grounds

Contracts – Ken Williamson reported that, as a result of the July Landscape Inspection, a number of actions would be taken, to include the addition of gator bags on some trees, selective pruning of a number of bushes, plants and trees, and some weeding, fertilizing and mulching at the site of the manhole near the first bridge.

Projects – Frank Fuerst reported on the proposal he received from Ruppert for the storm drain project between Lots 56 and 57. He described in detail the scope of the work to be done to improve the drainage outlet at the rear of the two Lots. Confirmation of

agreement with the plan by both homeowners was provided by Bettie Pell, to include that they would be responsible for watering the new sod until it becomes established. The timeframe for the work to be done on this project will coincide with the drainage improvements project behind Lot 26, i.e., on or about September 22, 2010. The BOD vote to proceed with the project was unanimous.

Programs

As is our custom, concerning the pursuit of various program initiatives, the community is canvassed and interest level is determined before any action is taken. **Mark Melancon**, subsequent to the meeting, advised two areas of potential interest:

* **Additional Insulation** – there currently are financial incentives in effect that make this a worthwhile action to consider. Details will be made available if there is sufficient interest expressed.

* **Aeration** – In an effort to ensure the whole community has an opportunity to participate, **Jenny Snellings** contacted Mark and suggested he undertake this initiative. The target timeframe for this initiative is late September/early October. Mark has the list of those who had this done last year and will be contacting them. Anyone else who is interested in being included this year should contact Mark directly.

Anyone interested in either or both of these two initiatives is encouraged to contact Mark at **540-341-4177**, or send him an e-mail at – melanconmjf@comcast.net . If there is sufficient interest expressed, Mark will look into group pricing for both or either of these initiatives.

The annual ‘**irrigation turn-off**’ initiative will be addressed in the October issue of the Newsletter.

ARMI

The Austin Realty Management and Investment Company (ARMI), as part of its service under contract to the Vint Hill Manor HOA, is positioned to serve as a liaison between the community and the BOD and/or the ARC members. **Fred Austin**, owner of ARMI, advises that direct contact with his company results in all BOD and ARC members, as the case may dictate, being advised.

ARMI’s address, where our monthly HOA assessments are sent, is: PO Box 3413, Warrenton, VA 20188. Phone: 540-347-1901, Fax: 540-347-1900

Website: www.ARMIVA.com.

Chartering Documents

Frank Fuerst, Chair of the Chartering Documents Work Group, advised, subsequent to the meeting, that there will be a meeting in September. Whereas concentration was on the bylaws before; the Covenants will be the area of focus this time.

Thus far, the group will be looking at the following Articles.

> 4.03 Establishment of Annual General Assessment and Services Assessment (a deletion of the 25% Assessment for Conservancy use).

> 4.04 Maximum Assessments (reducing the \$5000 a year limit etc.)

> 14.01 General Amendments (clarifying a current practice)

> 16.01 Duration (looking beyond 2027)

If anyone can recommend other Articles for review, please make specific recommendations to Frank at fafuerst@earthlink.net , or drop a note to him at 3588 Osborne Drive.

Thanks!

**Vint Hill Manor Homeowner’s Association
Board of Directors’ Meeting Agenda
September 07, 2010**

- 1. Call to Order**
- 2. Membership Comment Period**
- 3. Minutes of Previous BOD Meeting**
- 4. Financial/Treasurer’s Report - August**
- 5. Architectural Review Committee Report**
- 6. Work Group Reports**
 - a. Common Grounds Contracts**
 - b. Common Grounds Projects**
 - c. Programs**
- 7. New Business**
 - a. Envelopes**
 - b. Request for Bench in Common Area**
- 8. Adjournment**

**VINT HILL MANOR
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**ARCHITECTURAL REVIEW
COMMITTEE CHAIR**

Steve Chronister540-428-1828

WORKGROUPS & MANAGERS

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 Common Grounds Contracts
Ken Williamson .540-347-5845
 Common Grounds Projects
Frank Fuerst 540-341-1473
 Communications
Tom Daily ...540-341-7606
 Programs
Mark Melancon .540-341-4177