

[THE MANOR MONITOR](#)

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

SPECIAL NOTICE: The HOA Monthly Assessment has been lowered to \$40, effective January 1, 2011.

Board of Directors' Monthly Meeting

* The November 2010 meeting of the Board of Directors (BOD) of the Vint Hill Manor Homeowners Association (HOA) was held, as advertised, on Wednesday, the 3rd, in the Conference Room at the Vint Hill Conservancy/ EDA offices at 4263 Aiken Drive. The regular, monthly BOD meetings, usually on the first Tuesday of the month, 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.

Envelopes

* As reported last month, **Tom Daily** is the point of contact for envelopes for the payment of the HOA Monthly Assessments for 2011. In response to the article in last month's issue of the Manor Monitor, a number of members advised the need for envelopes for 2011 and a few even volunteered some excess envelopes they had on hand. Deliveries of new envelopes and pickup of any excess envelopes is expected to be made by the middle of the month.

* Any members who have not already made their requirements known may do so by sending an e-mail to – tomrdee@comcast.net – or by calling (540)341-7606. Please provide your name, address, and the number of envelopes you require for 2011.

Financial/Treasurer's Report

* **Ed Ortiz** reported there are two CDs maturing October 16 and November 7, 2010, that will be renewed for a shorter term due to the low interest rates currently available. This action is being taken in anticipation of the availability of higher rates in Spring 2011. The best current rates are 1.5% for an eleven (11) month CD and 1.75% for a 3.3 month CD. Anticipating the future higher rates, Ed intends to renew the CDs at the eleven (11) month 1.5% interest rate.

* In the **Unfinished Business** portion of the meeting, Ed presented two motions, both of which were seconded and unanimously passed, resulting in the following:
- A budget of \$50, 117 was approved for 2011

- Predicated on the above referenced budget, the HOA monthly assessment was reduced from \$45 to \$40, effective January 1, 2011.

Fred Austin was directed to send an Official Notice of the new, lower HOA monthly assessment to all homeowners.

Architectural Review Committee (ARC) Activity

* **Steve Chronister** provided the ARC report. The Committee met on October 26, 2010, and reviewed and approved three (3) new Design Request Applications. Approval of these applications reduced the unreported/unapproved modifications list to four (4) from six (6). The ARC will continue its efforts to inform and assist the members remaining on the list.

* In other action, a discussion was held regarding a possible need for guidelines and an approval policy for the installation of awnings over windows on the sides of homes. A presentation on the subject by a Homeowner generated various pro and con points of view. The discussion will be continued at the next meeting. In the interim, each member of the ARC was asked to summarize his/her position on the issue.

* As has been the practice, the ARC meets on the last Tuesday of the month. The meeting for November was planned for 7PM on Tuesday, the 30th, 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

Chartering Documents

* **Frank Fuerst** reported that the potential changes to the Chartering Documents had been submitted for legal review. In summary:

1. The Declaration can be amended after December 31, 2010, without the approval of the Developer.
2. There is no legal obstacle to making the proposed deletions and additions to Sections 4.03, 4.04 and 14.01.

* In the **Unfinished Business** portion of the meeting, a motion was made by Frank to canvas the membership for input regarding the selection of an amount to represent the maximum HOA assessment that could be levied under Article 4.04(a). In discussion, it was the consensus opinion that the BOD was elected to make specific recommendations for changes that would be presented at the Annual Meeting for the members to vote on. Thus, the motion failed (4 to 1) and the matter was referred back to the Work Group.

Common Grounds

Contracts –

* **Ken Williamson** reported that since June 2010 there have been nine (9) mowings and two (2) fertilizations. The next fertilization was scheduled for the last week of November

2010. Ken advised he would be reviewing equipment utilization with Ruppert. It appears that, in some areas, the equipment being used is too large and actually does damage to the turf. As one example, it has been reported that Ruppert continues to use large riding mowers on the hill adjacent to the retaining wall instead of string cutting the grass in that area as they had previously agreed.

* Frank Fuerst had met with OLM representatives who estimated that the above referenced hillside area had recovered about 85% from the damage done by cutting it with large mowers while wet this past Spring. OLM agreed that large mowers should be kept off that area. They also estimated that ultimate stabilization of that area would cost in the \$10,000 to \$20,000 range.

* Ken also reported that he had received an e-mail from a resident reporting that he/she had observed the presence of cuttings in the woods behind the entrance sign. He will investigate and confirm that any such cuttings would be immediately removed and properly disposed of.

Projects –

* **Frank Fuerst** reported that all three projects recently completed (behind Lots 56 and 57 / between Lots 52 and 40 / behind Lots 24, 26 and 28) have been approved by the HOA and the Conservancy, and that payment for the work has been authorized.

* In the **New Business** portion of the meeting, Frank reported on a drainage problem between Lots 40 and 41. KHov had installed a four (4) inch underground drain connecting the sump pumps and downspouts on the noted Lots to a pop-up located in the common area. In especially heavy rain downpours, this arrangement is unable to accommodate the rush of water thereby creating a gully wash-out in the common area.

* The best proposed solution to this problem involved extending the underground pipe to ‘daylight’ at the concrete culvert approximately twenty (20) feet or so away. One proposal had already been received and two additional contractors were invited to submit proposals. Once all proposals are received, a decision can be made and work can be initiated. To this end, a Motion was made by Frank, seconded, and unanimously passed, to the effect that the Common Grounds Projects Work Group was authorized to proceed with the referenced drainage problem repair at a cost not-to-exceed the amount of the initial proposal received.

Programs

Mark Melancon reported that the Aeration and the Fall Sprinkler Turn off (Winterization) Programs had been completed for about a dozen homeowners.

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.

**Vint Hill Manor Homeowner's Association
Board of Directors' Meeting Agenda
December 07, 2010**

- 1. Call to Order**
- 2. Membership Comment Period**
- 3. Minutes of Previous BOD Meeting**
- 4. Financial/Treasurer's Report**
- 5. Architectural Review Committee Report**
- 6. Work Group and Other Reports**
 - a. Annual Meeting Date and Location**
 - b. Conservancy Liaison**
 - c. Chartering Documents**
 - d. Common Grounds Contracts**
 - e. Common Grounds Projects**
 - f. Programs**
- 7. Unfinished Business**
 - a. Documents Maximum HOA Assessment**
- 8. New Business**
 - a. A/R Late Fee**
 - b. Local Lawyer**
 - c. Memorial Donations**
 - d. Playground Donation**
- 9. Adjournment**

Driver Warnings:

There are two nearby areas that are being targeted for observance of the posted speed limits:

- One area, not surprisingly, is the curvy section on Vint Hill Rd by Mayhugh's
- The other is the recently paved Glenkirk Rd

A word to the wise...!

Season's Greetings:

Best Wishes for a Safe and Happy Holiday Season