

**MINUTES OF THE
2019 ANNUAL MEETING OF THE
TIMBERVIEW CLUSTER ASSOCIATION**

**Armstrong Elementary School
11900 Lake Newport Road
Reston, VA 20194**

October 8, 2019

BOARD MEMBERS PRESENT

Shane Womack	President
Laura Dunmyer	Vice President
Jack Causa	Treasurer
Helen Thompson	Secretary
Barrett Tucker	Member

BOARD MEMBERS ABSENT

None

OTHERS PRESENT

Sarah Helander	TWC Association Management
Amanda Smith	Recording Secretary

I. CALL TO ORDER:

Mr. Womack called the meeting to order at 7:05 p.m.

II. Proof of Quorum

The Board confirmed that a Quorum was met.

III. PROOF OF NOTICE OF MEETING:

Mr. Helander confirmed the annual meeting notice went out via first class USPS mail.

IV. APPROVAL OF THE 2018 ANNUAL MEETING MINUTES

MOTION: Mrs. Thompson made a motion to approve the 2018 annual meeting minutes. Mr. Causa seconded the motion. The motion passed unanimously.

V. REVIEW OF THE FINANCIALS:

Mr. Causa stated that there is \$360k in operating funds with 80k in equity and 270k in reserves. Mr. Causa also stated that the Board is still looking at the budget for 2020 with increases in

certain areas. The assessments are projected to go up to \$180 a month. The Board is taking an aggressive stance on landscaping and tree work. The association spent money on erosion issues and other issues will be address later on in the meeting. The board is taking action and moving forward to benefit the community.

VI. REVIEW OF THE 2018 DRAFT BUDGET

The Board has reviewed the 2020 draft budget electronically and would like to fine-tune a couple items before officially approving. The budget mailing and the monthly coupons will be mailed out to all owners on or before December 1st.

VII. HOMEOWNER FORUM:

- A homeowner stated that they wanted to talk about the trees. Mr. Womack stated that trees can be difficult from an insurance standpoint. The Board went to RA for arborist recommendations and decided on SavATree. The Board walked the property 7 times with different landscape and tree professionals. Mr. Womack stated that the Board thought that a DRB application was put in by the vendor and that was where the mix-up with RA happened. A homeowner reported the association to RA and the covenants advisor gave Timberview a cease and desist notice until a DRB was submitted and approved. The Board wanted to make sure that the dangerous trees were removed and there are still dangerous trees that will be removed before the DRB is approved. The Board has been put on notice about dangerous trees and will be held liable if the trees fall.
- A homeowner asked if the naysayers have contacted the Board in regards to the trees. Mr. Womack stated that no homeowners have approached him personally. Ms. Helander stated that she did speak with some homeowners regarding trees.
- The Board stated that they are aware of hazardous trees and are aware that homeowners are concerned about them falling. They expressed that the cease and desist order makes it difficult to move forward.
- A homeowner inquired if the covenants advisor for RA has the authority to stop the work. The Board explained that yes, they do, but the attorney advises to go ahead with the hazardous tree removal but still submit the DRB to RA. The association does not need DRB approval to trim trees.
- A homeowner asked what happened if a tree is not on the list from removal? The Board stated that the tree can always be added to the list as needed.
- Mr. Tucker stated that the association hasn't addressed the trees in years and the current landscaping company has neglected the trees in the past. The community still has a lot of hazardous trees. Sav-A-Tree identified hazardous trees and gave the Board good information as to why the trees needed to be removed. The Board reiterated that each day the tree work is stopped, it costs extra money and opens up more liability.
- A homeowner commented on the dilemma the Board faces in regards to the cease and desist order. The Board stated that they have an obligation to keep the neighborhood safe. The Board has been in touch with the attorney and believes they should still move forward with the removal of the dangerous trees. The tree trimming will continue but the tree removal will not happen until the DRB is approved.

The Board stated that they are still sticking with the original tree plan, just submitting the DRB and continuing with the removal of hazardous trees. The DRB process is backed-up and may not be reviewed until at least December. The Board feels like they do not have that time to wait.

-A homeowner asked about the DRB process. The Board stated that they are able to take out hazardous trees without approval but need approval to remove groups of dead trees.

-A homeowner stated that she was one of the residents that called RA and asked the covenants advisor for the report when she saw her tree on the list for removal. She wanted to ensure that her personal property wasn't affected.

-The Board stated that there will be a replanting plan that will be submitted to RA for approval.

-A homeowner inquired if the replanting plan will be given to homeowners and if the Board will be picking out the replacement trees. The Board stated that they will use a list of recommended trees from RA.

-A homeowner inquired if Timberview has an insurance policy where common area trees are covered. The Board stated that yes, they do but it has certain caveats. If the Board is put on notice about a dangerous tree and it falls then Timberview is responsible for the damage.

-A homeowner stated that they thought Sav-a-Tree did a nice job with the trimming.

-A homeowner inquired if every tree that is removed has to be replaced. The Board stated no, as there were too many trees to begin with.

-A homeowner stated they heard that the Board member number would go from 7 to 5 and asked why. The Board stated that because the community is so small, there is no need to have more than 5 members.

-The Board stated that they still want to have a 6 year transition period to have all the front doors and garage door painted the updated colors. The Board also reiterated that homeowners can file as an affected party with RA whether they are for against the change.

-The Board stated that they will be installing a board at the entrance of the community so all homeowners can be aware of what the Board is trying to communicate.

VIII. REPORTS OF DIRECTORS:

Nothing further to report.

IX. SPECIAL VOTE- NUMBER OF DIRECTORS

MOTION: A motion was made to change the number of Board members from 7 to 5. The membership voted and all were in support except 3 members. The motion passes.

X. PRESENTATION OF CANDIDATES

Nothing further to report.

XI. ELECTION OF DIRECTORS

Mr. Womack's term is up but he will continue to serve on the Board.

MOTION: Mrs. Thompson moved, Mr. Tucker seconded, to keep Mr. Womack on the Board. Motion passed by acclamation.

XII. EXECUTIVE SESSION

MOTION: Mr. Womack moved, Mr. Tucker seconded, to move to executive session at 8:27 p.m. Motion passed by acclamation.

XIII. ADJORNMENT

MOTION: Mr. Causa moved, Mr. Womack seconded, to adjourn the 2017 annual meeting at XXXXX p.m. Motion passed by acclamation.