CALL TO ORDER

This quarterly meeting of the Springfield Station Homeowners Association (SSHOA) Board of Directors (BoD) meeting was called to order at 6:09 pm at the Sports Courts.

1) ATTENDANCE

SSHOA Board Members present John Giuliani, President; Dan Germain, Secretary; Geoffrey Ballou; Treasurer and at-large members: Jim Klein, Vicky Johnson, and Mary Chasteen stood in with proxy for Taylor Chasteen. Due to an unfortunate oversight the secretary only notified the new board members of the meeting that day. It is anticipated that Trudy Stellar and Chuck Bracket will attend the next Board meeting.

The following Board Members were not in attendance: Manny Pablo.

BOARD OF DIRECTORS DIRECTORY

Ballou, Geoffrey – geoffreyballou@gmail.com

Brackett, Chuck – chuckbrackett@hotmail.com

Germain, Dan – digermain@gmail.com, 202-607-1486)

Chastan, Taylor – gtcmajor7@gmail.com

Giuliani, John – jngiuliani@cox.net

Johnson, Vicky – mcinjohn@cox.net

Klein, Jim - Jim.klein@rrd.com

jimeklein@gmail.com 703.328.1898

Pablo, Manny - FredPablo@cox.net

Stellar, Trudy – tstellar@verizon.net

board@springfieldstationhoa.org

Sends to the entire board.

2022 Milestones and Key Dates

Q1 Board Meeting: 12 January 2022

Q2 Board Meeting: 13 April 2022

Annual Dues letter mailed to homeowners: 30

April 2022 - 7 May 2022

Spring Cleanup: Saturday 14 May 2022: 8:00 am

- 11:00 am

Deadline for payment of annual dues: 31 May

2022

Q3 Board Meeting: 13 July 2022

Annual General Membership Meeting: 24

September 2022

Q4 Board Meeting: 5 October 2022

2) Election of Officers

John Giuliani as President Vacant, Vice President Geoffrey Ballou as Treasurer

Dan Germain as Secretary * agreed to be interim Secretary, while a new Secretary is sought. He will continue as SSHOA web site master, Registered Agent, and submit the SSHOA tax papers.

The Board needs to fill the Vice President and Secretary positions.

Motion: Moved by Jim Klein, and seconded by Vicky Johnson, "To elect the slate of officers as presented." The motion carried with all in favor.

REGULAR BUSINESS

3) APPROVAL OF MINUTES of the General Membership Meeting

Minutes of the Draft of the General Membership Meeting will be sent by Dan Germain via email for corrections. They will be posted on the website but not approved until the next General Membership Meeting.

Common Grounds

4) Mulching the Playground Area

The Board voted unanimously to have Premium lawn service re-mulch the playground area with special child-safe mulch not to exceed a cost of \$1,500.00. Geoffrey Ballou will contact Premium.

Motion: Moved by John Giuliani, and seconded by Dan Germain, "To re-mulch the playground area with child-safe mulch as soon as possible at a cost not to exceed \$1500". The motion carried with all in favor.

5) Digital locks for the Gates to the Sport Court

Jim Klein will look into the cost of two digital locks, with the property that the entry code can be changed. Comments from the General Meeting were very negative on keyed locks. Discussion

by the Board led to the conclusion that such locks should be ready to be applied if and when deemed necessary by the Board. An SSHOA web site application would need to be established for SSHOA members.

6) Pickleball Net

John Giuliani will gather information on the cost of a steel pickleball net on wheels and share with the Board through email. This information will also include the cost of a chain to tie the net to a fence post by the pickle ball court.

7) Annual Membership Dues for 2021-2022

Dan Germain will review the status of unpaid dues for the year 2021 and send out second notices to delinquent SSHOA members. Virginia allows interest to accrue after 90 days beyond the initial due date.

8) TREASURER'S REPORT / LONG TERM BUDGET

John Giuliani presented two spreadsheets (attached) on the long term SSHOA budget. The objective of such a study is how to cover anticipated future operating costs and capital improvements, including repaving the sport court in 40 years (2061).

The first attached spreadsheet assumes the dues stay fixed at \$120.00/year/unit. An inflation factor of 2% per year is assumed for operating expenses and each capital improvement expenditure. The analysis shows that by 2032 there is not sufficient income to cover planned capital improvements (area highlighted in pink).

According to Article VI: Covenants For Maintenance Assessments, Section 3, Item (a) of the Restrictive Covenants,

"... the maximum annual assessment applicable to each Lot or Living Unit may be increased each year not more than the Maximum Percentage" (as defined below) above the maximum and annual assessment applicable to each such Lot or Living Unit for the previous year without a vote of the membership. The "Maximum Percentage" for any shall shall be the greater of (i) three percent (3%) or (ii) the percentage of increase in the Consumer Price Index,..."

Item (c) of the same section states "The Board of Directors may fix the annual assessment at an amount not in excess of the maximum annual assessment permitted."

Accordingly, the Board can by vote increase the dues by 3% per unit without a vote by the General Membership. Based on these statements, John Giuliani presented a second

spreadsheet in which the dues increase by 3% per year, rounded down to whole dollars, and using the same inflation factors. This spreadsheet showed that the operating expenses and planned capital improvement expenditures can be met for the next 40 years, including repaving the sports court.

Motion: Moved by John Giuliani, and seconded by Geoff Ballou, "To start increasing the dues by 3%, rounded down to whole dollars, annually beginning in 2022." The motion carried with all in favor.

The board therefore set the annual dues for June 1, 2022 through May 31, 2023 at \$123.00

Board members will investigate if a legal firm needs to be consulted to ensure the Board's understanding of the By-laws and Restrictive Covenants .

9) Establishment of 2022 Milestones and Key Dates

Q1 Board Meeting: 12 January 2022

Q2 Board Meeting: 13 April 2022

Annual Dues letter mailed to homeowners: 30 April 2022 - 7 May 2022

Spring Cleanup: Saturday 14 May 2022: 8:00 am - 11:00 am

Deadline for payment of annual dues: 31 May 2022

Q3 Board Meeting: 13 July 2022

Annual General Membership Meeting: 24 September 2022

Q4 Board Meeting: 5 October 2022

NEW BUSINESS

10) Other Items

a) Dan Germain reported a tree across the path from the playground needs to be cut down. One section of the tree has already fallen into the wooded area and upon inspection was completely hollow from rot. The section of the tree remaining leans toward houses. It too is soft and should

be cut down The person who worked on the trees in preparation for the repaving of the court area is:

Tai Nguyen of Stump T (571)-235-2624 Licensed & Insured

Action: Dan to contact Tai

ADJOURNMENT

A motion was made by Vicky Johnson and seconded by Geoff Ballou that the meeting be adjourned, and this was agreed upon at 7:09 pm.

Respectfully submitted, Dan Germain

(with the most helpful notes from John Guiliani)

SSHOA Long Term Projected Budget Plan

Notes: A. General Fund balance at end of 2021 = \$30,790.

B. SSHOA dues fixed at \$120/unit/yr.

C. Actual percentage dues increase.

D. Total SSHOA dues income assuming all 182 units paid in full.

E. Yearly operating expences assuming 2% inflation per year.

F. Capital Improvement Fund addition = minimum(SSHOA dues income - operating expenses, \$20,000).

G. End of year General Fund balance subtracting operating expenses.

H. Capital Improvement Fund balance at end of 2021

= \$4,256+\$10,000 VDOT bond release + \$5,000 Cons. Agree. bond release + \$10,000 VCAP reimbursement + \$10,908 addition from dues income = \$40,164.

I. Capital Improvement expenditures assumme a 2% inflation since last expenditure for each specific project.

J. Capital Improvement Fund balance after expenditures.

K. Increase of the Capital Improvement Fund by the additon from dues after the end of year balance.

		A	В	С	D	E	F	G	н	I	J	K	L
#	year	start of yr General Fund	SSHOA dues per unit	actual % increase	SSHOA dues income	yearly operating costs	addition to Cap Imp Fund	end of yr General Fund balance	start of yr Cap Imp Fund	Cap Imp expenditures	end of yr Cap Imp Fund balance	with addition to Cap Imp Fund	Capital Improvement project/~frequecy (last completed, cost)
1	2022		\$120.00		\$ 21,840	\$ (13,662)		\$ 30,790	\$ 40,164		\$ 35,564	\$ 43,742	sealing paths/7 yrs (2013,\$4,000)
2	2023		\$120.00		\$ 21,840	\$ (13,935)		\$ 30,790	\$ 43,742	\$ (3,200)		\$ 48,447	repair stairs on paths/10 yrs (2009, \$3,000)
3	2024		\$120.00		\$ 21,840	\$ (14,214)		\$ 30,790	\$ 48,447	. (= 000)	\$ 48,447	\$ 56,073	
4		\$ 30,790	\$120.00		\$ 21,840	\$ (14,498)		\$ 30,790	\$ 56,073	\$ (5,000)		\$ 58,415	sealing sport court/5 yrs (2021, \$4,620)
5		\$ 30,790	\$120.00		\$ 21,840	\$ (14,788)		\$ 30,790	\$ 58,415		\$ 58,415	\$ 65,466	
6	2027		\$120.00		\$ 21,840	\$ (15,084)		\$ 30,790	\$ 65,466		\$ 65,466	\$ 72,222	
7		\$ 30,790	\$120.00		\$ 21,840	\$ (15,386)		\$ 30,790	\$ 72,222	+ (FC 4CC)	\$ 72,222	\$ 78,677	marks as marks a /20 cm; (2000, #20,000)
8 9		\$ 30,790	\$120.00		\$ 21,840	\$ (15,693)		\$ 30,790	\$ 78,677		\$ 22,211	\$ 28,357 \$ 28,670	replace paths/20 yrs (2009, \$38,000)
-	2030 2031	\$ 30,790 \$ 30,790	\$120.00		\$ 21,840	\$ (16,007)		\$ 30,790 \$ 30,790	\$ 28,357 \$ 28,670	,	\$ 22,837 \$ (19,330)		sealing sport court/5 yrs (2025, \$5,000)
10 11			\$120.00		\$ 21,840	\$ (16,327)				\$ (48,000)			replace playground equip/25 yrs (2006, \$32,400)
12	2032		\$120.00 \$120.00		\$ 21,840 \$ 21,840	\$ (16,654) \$ (16,987)			\$ (13,817) \$ (8,631)		\$ (13,817) \$ (12,539)		repair stairs on paths/10 yrs (2023, \$3,200)
13	2033		\$120.00		\$ 21,840	\$ (10,307)		\$ 30,790 \$ 30,790	\$ (7,686)		\$ (7,686)		
14	2034		\$120.00	0.00%		\$ (17,673)		\$ 30,790	\$ (3,173)				sealing sport court/5 yrs (2025, \$5,000)
15		\$ 30,790	\$120.00		\$ 21,840	\$ (17,073)		\$ 30,790	\$ (5,173)		,		
16	2030		\$120.00		\$ 21,840	\$ (18,387)		\$ 30,790	\$ (7,358)		\$ (7,358)		
17		\$ 30,790	\$120.00		\$ 21,840	\$ (18,755)		\$ 30,790	\$ (3,905)		\$ (7,536)		
18	2039		\$120.00	0.00%		\$ (10,733)		\$ 30,790	\$ (820)		\$ (820)		
19	2040		\$120.00		\$ 21,840	\$ (19,130)		\$ 30,790	\$ 1,890		\$ (4,839)		sealing sport court/5 yrs (2035, \$6,095)
20	2041		\$120.00	0.00%		\$ (19,903)		\$ 30,790	\$ (2,512)		\$ (7,514)		
21	2042		\$120.00		\$ 21,840	\$ (20,301)		\$ 30,790	\$ (5,577)				
22	2043		\$120.00	0.00%		\$ (20,707)		\$ 30,790	\$ (8,708)				
23	2044		\$120.00	0.00%		\$ (21,121)		\$ 30,790	\$ (14,548)		\$ (14,548)		
24	2045		\$120.00	0.00%		\$ (21,544)		\$ 30,790	\$ (13,829)		, ,		sealing sport court/5 yrs (2040, \$6,729)
25		\$ 30,790	\$120.00	0.00%		\$ (21,974)		\$ 30,656			\$ (92,287)		replace playground equip/20 yrs (2031,\$48,000)
26	2047		\$120.00	0.00%		\$ (22,414)		\$ 30,082	\$ (92,287)		\$ (92,287)		
27	2048		\$120.00	0.00%		\$ (22,862)		\$ 29,059	\$ (92,287)		\$ (92,287)		
28	2049		\$120.00	0.00%		\$ (23,319)		\$ 27,580					replace paths/20 yrs (2029, \$56,466)
29		\$ 27,580	\$120.00		\$ 21,840	\$ (23,786)		\$ 25,634	\$ (148,287)				sealing sport court/5 yrs (2045, \$7,430)
30	2051	, , , , ,	\$120.00	0.00%		\$ (24,262)		\$ 23,212	\$ (156,490)			\$ (156,490)	
31	2052		\$120.00	0.00%		\$ (24,747)		\$ 20,306	\$ (156,490)				repair stairs on paths/10 yrs (2042, \$4,670)
32	2053		\$120.00	0.00%		\$ (25,242)		\$ 16,904	\$ (162,183)			\$ (162,183)	
33	2054		\$120.00	0.00%		\$ (25,747)		\$ 12,997	\$ (162,183)			\$ (162,183)	
34	2055		\$120.00	0.00%		\$ (26,262)		\$ 8,576	\$ (162,183)				sealing sport court/5 yrs (2050, \$8,203)
35		\$ 8,576	\$120.00	0.00%		\$ (26,787)			\$ (171,240)				sealing paths/7 yrs (2043, \$6,973)
36	2057		\$120.00	0.00%		\$ (27,322)			\$ (179,250)			\$ (179,250)	
37			\$120.00	0.00%		\$ (27,869)			\$ (179,250)			\$ (179,250)	
38	2059		\$120.00	0.00%		\$ (28,426)			\$ (179,250)			\$ (179,250)	
39		\$ (14,469)		0.00%		\$ (28,995)			\$ (179,250)			\$ (179,250)	
40		\$ (21,624)		0.00%		\$ (29,575)				\$ (265,000)			
41	2062	, ,					-			\$ (6,940)		,,	repair stairs on paths/10 yrs (2052, \$5,693)
42	2063									\$ (7,735)			repair gazebo/20 yrs (2041, \$5,002)

SSHOA Long Term Projected Budget Plan

Notes: A. General Fund balance at end of 2021 = \$30,790.

- B. SSHOA dues incease 3%/yr, rounded down to a whole dollar amount. Increase can be reduced as long as cover operating expenses and \$20,000 to Cap. Imp. Fund.
- C. Actual percentage dues increase after rounding down.
- D. Total SSHOA dues income assuming all 182 units paid in full.
- E. Yearly operating expences assuming 2% inflation per year.
- F. Capital Improvement Fund addition = minimum(SSHOA dues income operating expenses, \$20,000).
- G. End of year General Fund balance subtracting operating expenses.
- H. Capital Improvement Fund balance at end of 2021

= \$4,256+\$10,000 VDOT bond release + \$5,000 Cons. Agree. bond release + \$10,000 VCAP reimbursement + \$10,908 addition from dues income = \$40,164.

- I. Capital Improvement expenditures assumme a 2% inflation since last expenditure for each specific project.
- J. Capital Improvement Fund balance after expenditures.
- K. Increase of the Capital Improvement Fund by the additon from dues after the end of year balance.

		Α	В	С	D	E	F	G	н	I	J	K	L
#	year	start of yr General Fund	SSHOA dues	actual %	SSHOA dues income	yearly operating costs	addition to Cap Imp Fund	end of yr General Fund balance	start of yr Cap Imp Fund	Cap Imp expenditures	end of yr Cap Imp Fund balance	with addition to Cap Imp Fund	Capital Improvement project/~frequecy (last completed. cost)
	y cu.	runu	per unic	merease	income		. unu	bulance	. u.i.u	expenditures	Dalance	runu	(last completed, cost)
1 2 3	2023	\$ 30,790 \$ 30,790 \$ 30,790	\$123.00 \$126.00 \$129.00	2.44%	\$ 22,386 \$ 22,932 \$ 23,478	\$ (13,662) \$ (13,935) \$ (14,214)	\$ 8,997	\$ 30,790 \$ 30,790 \$ 30,790	\$ 40,164 \$ 44,288 \$ 50,085		\$ 35,564 \$ 41,088 \$ 50,085	\$ 44,288 \$ 50,085 \$ 59,349	sealing paths/7 yrs (2013,\$4,000) repair stairs on paths/10 yrs (2009, \$3,000)
4 5		\$ 30,790 \$ 30,790	\$132.00 \$135.00		\$ 24,024 \$ 24,570	\$ (14,498) \$ (14,788)		\$ 30,790 \$ 30,790	\$ 59,349 \$ 63,875	\$ (5,000)	\$ 54,349 \$ 63,875	\$ 63,875 \$ 73,656	sealing sport court/5 yrs (2021, \$4,620)
6 7	2027	\$ 30,790 \$ 30,790	\$139.00 \$143.00	2.96%	\$ 25,298 \$ 26,026	\$ (15,084) \$ (15,386)	\$ 10,214	\$ 30,790 \$ 30,790	\$ 73,656 \$ 83,870			\$ 83,870 \$ 94,511	
8 9	2029	\$ 30,790 \$ 30,790	\$147.00 \$151.00	2.80%	\$ 26,754 \$ 27,482	\$ (15,693) \$ (16,007)	\$ 11,061	\$ 30,790 \$ 30,790	\$ 94,511 \$ 49,105	\$ (56,466) \$ (5,520)	\$ 38,045	\$ 49,105 \$ 55,060	replace paths/20 yrs (2009, \$38,000) sealing sport court/5 yrs (2025, \$5,000)
10 11	2031	\$ 30,790 \$ 30,790	\$155.00 \$159.00	2.65%	\$ 28,210 \$ 28,938	\$ (16,327) \$ (16,654)	\$ 11,883	\$ 30,790 \$ 30,790	\$ 55,060 \$ 18,943	\$ (48,000)		\$ 18,943 \$ 31,227	replace playground equip/25 yrs (2006, \$32,400)
12 13		\$ 30,790 \$ 30,790	\$163.00 \$167.00		\$ 29,666 \$ 30,394	\$ (16,987) \$ (17,327)		\$ 30,790 \$ 30,790	\$ 31,227 \$ 39,998	\$ (3,908)	\$ 27,319 \$ 39,998	\$ 39,998 \$ 53,065	repair stairs on paths/10 yrs (2023, \$3,200)
14 15		\$ 30,790 \$ 30,790	\$172.00 \$177.00		\$ 31,304 \$ 32,214	\$ (17,673) \$ (18,027)		\$ 30,790 \$ 30,790	\$ 53,065 \$ 60,601	\$ (6,095) \$ (6,070)	\$ 46,970 \$ 54,531	\$ 60,601 \$ 68,718	sealing sport court/5 yrs (2025, \$5,000) sealing paths/7 yrs (2022, \$4,600)
16 17		\$ 30,790 \$ 30,790	\$182.00 \$187.00		\$ 33,124 \$ 34,034	\$ (18,387) \$ (18,755)		\$ 30,790 \$ 30,790	\$ 68,718 \$ 83,455		\$ 68,718 \$ 83,455	\$ 83,455 \$ 98,734	
18 19		\$ 30,790 \$ 30,790	\$192.00 \$197.00		\$ 34,944 \$ 35,854	\$ (19,130) \$ (19,513)		\$ 30,790 \$ 30,790	\$ 98,734 \$ 114,548	\$ (6,729)	\$ 98,734 \$ 107,819	\$114,548 \$124,160	sealing sport court/5 yrs (2035, \$6,095)
20 21		\$ 30,790 \$ 30,790	\$202.00 \$208.00		\$ 36,764 \$ 37,856	\$ (19,903) \$ (20,301)		\$ 30,790 \$ 30,790	\$ 124,160 \$ 136,019	,	\$ 119,158 \$ 131,349	\$136,019 \$148,904	repair gazebo/20 yrs (2020, \$3,300) repair stairs on paths/10 yrs (2033, \$3,908)
22 23		\$ 30,790 \$ 30,790	\$214.00 \$220.00		\$ 38,948 \$ 40,040	\$ (20,707) \$ (21,121)		\$ 30,790 \$ 30,790	\$ 148,904 \$ 160,172	\$ (6,973)		\$160,172 \$179,091	sealing paths/7 yrs (2036, \$6,070)
24 25 26	2046	\$ 30,790 \$ 30,790 \$ 31,040	\$ 226.00 \$ 232.00 \$ 238.00	2.65%	\$ 41,132 \$ 42,224 \$ 43,316	\$ (21,544) \$ (21,974) \$ (22,414)	\$ 20,000	\$ 30,790 \$ 31,040 \$ 31,942	\$ 179,091 \$ 191,250 \$ 139,925		\$ 171,661 \$ 119,925 \$ 139,925	\$191,250 \$139,925 \$159,925	sealing sport court/5 yrs (2040, \$6,729) replace playground equip/20 yrs (2031,\$48,000)
27 28	2048	\$ 31,942 \$ 33,669	\$ 245.00 \$ 252.00	2.94%	\$ 44,590 \$ 45,864	\$ (22,862) \$ (23,319)	\$ 20,000	\$ 33,669	\$ 159,925 \$ 179,925	\$ (56,000)		\$179,925	replace paths/20 yrs (2029, \$56,466)
29 30	2051	\$ 36,214 \$ 39,566	\$259.00 \$266.00	2.70%	\$ 47,138 \$ 48,412	\$ (23,786) \$ (24,262)			\$ 143,925 \$ 155,722			\$175,722	sealing sport court/5 yrs (2045, \$7,430)
31 32 33	2053	\$ 43,716 \$ 48,656 \$ 54,556	\$273.00 \$281.00 \$289.00	2.93%	\$ 49,686 \$ 51,142 \$ 52,598	\$ (24,747) \$ (25,242) \$ (25,747)	\$ 20,000	\$ 48,656 \$ 54,556 \$ 61,407	\$ 175,722 \$ 190,029 \$ 210,029	\$ (5,693)	\$ 170,029 \$ 190,029 \$ 210,029	\$190,029 \$210,029 \$230,029	repair stairs on paths/10 yrs (2042, \$4,670)
34 35	2055	\$ 61,407 \$ 69,200		2.77%	\$ 54,054 \$ 55,510	\$ (26,262) \$ (26,787)	\$ 20,000	\$ 69,200 \$ 77,923	\$ 230,029 \$ 240,972		\$ 220,972 \$ 232,962		sealing sport court/5 yrs (2050, \$8,203) sealing paths/7 yrs (2043, \$6,973)
36 37 38	2057 2058	\$ 77,923 \$ 87,748	\$314.00 \$323.00 \$332.00	2.95% 2.87%	\$ 57,148 \$ 58,786 \$ 60,424	\$ (27,322) \$ (27,869)	\$ 20,000 \$ 20,000	\$ 87,748 \$ 98,665 \$110,663	\$ 252,962 \$ 272,962 \$ 292,962	, (-,,	\$ 252,962 \$ 272,962	\$272,962	
39 40	2060		\$341.00	2.71%	\$ 62,062	\$ (28,995) \$ (29,575)	\$ 20,000	\$123,730	\$ 312,962 \$ 332,962	\$ (265,000)	\$ 312,962	\$332,962	replace courts/40 yrs (2021,\$128,241)
41		,	, ,		,.,.	. (- / /	,		, ,	\$ (6,940) \$ (7,735)	, - ,	, - ,	repair stairs on paths/10 yrs (2052, \$5,693) repair gazebo/20 yrs (2041, \$5,002)