

*University Square
Homeowners Association*

General Meeting
7:00PM, 10 March 2021

Agenda

- Current Board Members
- Exterior Architectural Review Committee (EARC) Members
- Treasurer's Report
- EARC Report
- Old Business
- New Business
- Closing Remarks

University Square Homeowners Association

General Meeting Agenda

7:00 PM, March 10, 2022

The University Square Homeowners Association General Meeting will be conducted on-line at 7:00 PM on 10 March 2022. **To join the video meeting, click this link:** <https://meet.google.com/sjj-nuue-oop>. Otherwise, **to join by phone, dial +1-515-605-0292 and enter this PIN: 638-098-505#**

At log-in please ensure your name includes your last name and lot number.

Current Board Members:

| | | | |
|----------------|-------------------|------------------------|------------------|
| President | Jerry Stora | Fairfax County Liaison | Dennis Makurat |
| Vice President | Alan Bernstein | Neighborhood Liaison | Justin Ginsberg |
| Secretary | Jennifer Caldwell | Community Liaison | Kirstyn Blasting |
| Treasurer | Leslie Almerino | IT Administrator | Oscar Merida |
| EARC Chair | Leigh Kennedy | Member At-Large | Saad Manasterli |

Exterior Architectural Review Committee Members

- Chair: Leigh Kennedy; Members: Mary King, Patricia Garcia, Dennis Makurat

Treasurer's Report

- 2022 Expenditures & Assessment Fee collection

EARC Report

Old Business

- Fairfax Villa Civic Association Traffic Calming Study.
- One University Development Project Update
- University Square Community Sign Proposals
- USHA By-Laws & EAG&R Revisions
- Trash Collection Proposals

New Business

- Discussions from the Floor

Closing Remarks

- Next USHA General Meeting: 7PM, 8 September 2022
- Next USHA Board of Directors Meetings: 7PM on 12 May and 11 August 2022

Current Board Members

- Given the need to maintain adequate staffing, currently there are ten board members

| | |
|-----------------------|--------------------------|
| President | Jerry Stora |
| Vice President | Alan Bernstein |
| Secretary | Jennifer Caldwell |
| Treasurer | Leslie Almerino |
| EARC Chair | Leigh Kennedy |

| | |
|-------------------------------|-------------------------|
| Fairfax County Liaison | Dennis Makurat |
| Neighborhood Liaison | Justin Ginsberg |
| Community Liaison | Kirstyn Blasting |
| IT Administrator | Oscar Merida |
| Member At-Large | Saad Manasterli |

Exterior Architectural Review Committee (EARC) Members

- Chair:
 - Leigh Kennedy
- Members:
 - Mary King
 - Dennis Makurat
 - Jennifer Caldwell
 - {Vacant}
- We are looking for one more EARC member. If you'd like to join us, please send an email to earc@universitysquareha.com. :)

Treasurer's Report – Calendar 2021 Expenses / Income

- Total expenses was \$60,489.38, total income was \$61,676 for a net gain of \$1,186.62
- Year end Checking balance is \$51,200.35.
- Year end Money Market balance is \$73,081.93

2021 USHA EXPENSES - INCOMES

| | A | B | C | D | E | F |
|----|---|--|-------------------------|----------------|----------------|---|
| 1 | | | | | | |
| 2 | | CATEGORY | DESCRIPTION | AMOUNT | TOTALS | |
| 3 | | Expenses | Bank Fee | \$ (12.50) | | |
| 4 | | Expenses | Business Expense | \$ (1,917.25) | | |
| 5 | | Expenses | Community Affairs | \$ (199.48) | | |
| 6 | | Expenses | Insurance | \$ (2,240.00) | | |
| 7 | | Expenses | Lawn | \$ (1,800.00) | | |
| 8 | | Expenses | Professional/Legal Fees | \$ (180.00) | | |
| 9 | | Expenses | Private Drive Signs | \$ (120.00) | | |
| 10 | | Expenses | Refund of Dues | \$ (378.00) | | |
| 11 | | Expenses | Trash | \$ (47,967.15) | | |
| 12 | | Expenses | Tree Removal | \$ (5,675.00) | | |
| 13 | | Total Expenses | | | \$ (60,489.38) | |
| 14 | | Income | Disclosure Package | \$ 1,200.00 | | |
| 15 | | Income | Dues | \$ 60,476.00 | | |
| 16 | | Total Income | | | \$ 61,676.00 | |
| 17 | | 2021 USHA Gains/Losses | | | \$ 1,186.62 | |
| 18 | | | | | | |
| 19 | | 2021 Starting Balance Checking Account | | | \$ 50,013.73 | |
| 20 | | 2021 USHA Gains/Losses | | | \$ 1,186.62 | |
| 21 | | 2021 Ending Balance Checking Account | | | \$ 51,200.35 | |
| 22 | | | | | | |
| 23 | | 2021 Starting Balance Money Market | | | \$ 73,074.63 | |
| 24 | | Interest | | | \$ 7.30 | |
| 25 | | 2021 Ending Balance Money Market | | | \$ 73,081.93 | |
| 26 | | | | | | |

Treasurer's Report – Calendar 2022 Projected Expenses / Income

- The 2023 Assessment Fee for Oct 2022 to Sep 2023 will increase by \$18 (5%) from \$378 to \$396 per home
- Projecting a net gain of \$6,096.80 for 2022

2022 USHA Projected Expenses - Incomes

| | A | B | C | D | E |
|----|---|--|----------------|----------------|---|
| 1 | | | | | |
| 2 | | 2022 Projected Expenses | | | |
| 3 | | Business Expenses | \$ (1,468.00) | | |
| 4 | | Community Affairs | \$ (200.00) | | |
| 5 | | Insurance | \$ (2,275.00) | | |
| 6 | | Lawn | \$ (3,600.00) | | |
| 7 | | Lawn -Tree Removal | \$ (6,000.00) | | |
| 8 | | Legal/Prof Fees | \$ (180.00) | | |
| 9 | | Trash | \$ (49,282.20) | | |
| 10 | | TOTAL EXPENSES | | \$ (63,005.20) | |
| 11 | | 2022 Projected Income | | | |
| 12 | | 2022 Dues (04/01/22) | \$ 16,632.00 | | |
| 13 | | 2023 Dues (10/01/22) | \$ 52,470.00 | | |
| 14 | | TOTAL INCOME | | \$ 69,102.00 | |
| 15 | | 2022 End of Year Gains/Losses (+/-) | | \$ 6,096.80 | |
| 16 | | | | | |

Treasurer's Report – 2022 Annual Assessment Fee Payment

as of 12 Feb 2022

- 101 Homeowners have paid in full (\$378)
- 36 Homeowners have paid the first half (\$189)
- 26 Homeowners have yet to make any payment
- 1 Homeowner owes \$694 and is expecting to pay in full by 1 April 2022
- 1 Homeowner was habitually late and was turned over to a collection agency in December 2018 (More details presented under old business)

Treasurer's Report – Collection Agency Status

as of 14 Feb 2022

-
- In Dec 2018, the Board turned over two homeowner's account to Axela/Schwartz Vays Collection Agency
 - One homeowner owed \$792; paid in full by Mar 2020; currently in good standing
 - Second homeowner was habitually late since purchasing the home in 2000 and owed \$461 in assessment fees
 - As of 12/31/21 the second homeowner owed \$3263: \$1,706 in assessment fees: \$1,087 in late fees: and \$470 in collection fees
 - In June 2021, the collection agency moved forward with a lien against the property
 - VA Law limits the amount of a lien for HOA assessment fees to the past twelve months
 - The homeowner made a \$515.30 payment in Sept 2019 and paid the \$700.22 lien in full on 7Feb22
 - USHA receiving \$369.00 for Apr21 & Oct21 assessment fees
 - Agency receiving \$846.52 in fees
 - Homeowner erases \$2047.48 in debt
 - Collection Agency is investigating other legal means to collect remaining balance

Treasurer's Report – Annual Assessment Fee Process

- VA Law limits the collection of HOA assessment fees to the past twelve months from the time of filing a lien
 - The homeowner is liable for all follow-on HOA Fees once the lien is recorded
 - A lien does not force payment from a homeowner
 - Foreclosure proceedings is necessary to force lien payment and must occur within three years of the lien
- As required by the By-Laws, Board must move quick into collections to secure a means for legal collection
- Assessment Fees are due by 1 October and 1 April.
 - Letters are mailed to each homeowner at least 30 days prior to due date
- If payment is not received by the due date a second notice requesting payment will be sent requesting payment by 1 November or 1 May.
- If payment is not received by 1 November or 1 May a third and final notice will be sent requesting payment by 1 December or 1 June, or the account will be turned over to the collection agency
- The collection agency will seek payment through directly contact with the homeowner and will ensure a lien is filed within the one-year time frame from the 1 Oct or 1 Apr due date
 - In additional to the assessment fee and 6% late fee, owner will be responsible for the agency's \$150 collection fee and \$300 lien processing fee

EARC Report

Property Modifications

- Use the form on the HOA website
- When in doubt, fill out a form!

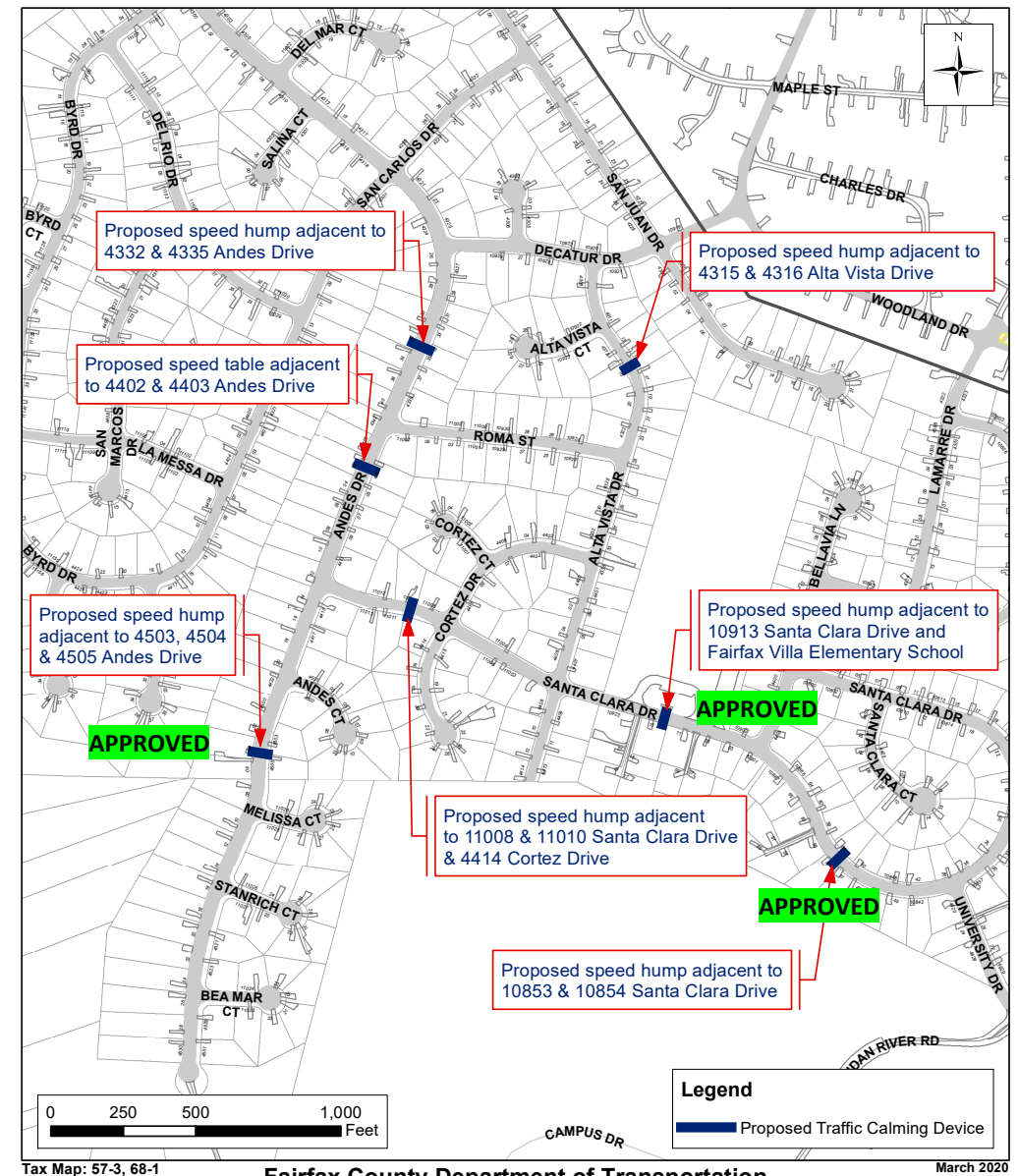
Keeping the Neighborhood Looking Great

- New guidelines (EAG&Rs)
- EARC assessment coming this Spring/Summer
- Homes being sold must be brought into compliance
- Complaints/Questions: Email us!

earc@universitysquareha.com

Old Business – Fairfax Villa Civic Association Traffic Calming Study

- Villa Association requested the county to study traffic flow through the community.
- County proposed seven speed humps.
- Step 1 requires obtaining approvals from homeowners adjacent to each speed hump
 - Only three of seven humps approved by homeowners
- County agreed to continue the process for the three approved humps



Fairfax County Department of Transportation
Residential Traffic Administration Program
Traffic Calming Device Map
Andes Drive, Alta Vista Drive, Santa Clara Drive
Braddock District



Old Business – Fairfax Villa Civic Association Traffic Calming Study

- Step 2 would require 50% of all homeowners on the impacted street to approve the speed bumps
 - County to reduced Step 2 boundaries for Fairfax Villa to area near approved hump
 - County identified 91 USHA Homeowners in the impacted area.
- County to schedule community briefing
 - All 165 USHA Homeowners will be invited
 - USHA Board will distribute and collect the 91 USHA Homeowners' Ballots



Old Business – One University Development Project

- The One University Development will include:
 - 120 Affordable Senior Independent Housing Units
 - 120 Affordable Multifamily Units
 - 333 Student Housing Units
 - Meeting/Office Space for the Fairfax County Redevelopment and Housing Authority

- Timeline

| | |
|----------------------|-------------------------|
| Demolition | Aug 2021 – Dec 2021 |
| Excavation | Oct 2021 – Summer 2022 |
| Concrete | Oct 2021 – Summer 2022 |
| Wood Framing | Spring 2022 – Fall 2023 |
| Exterior/Landscaping | Summer 2022 Fall 2022 |
| Estimated Occupancy | Fall 2024 |

Old Business – One University Development Project

Link: <https://www.fairfaxcounty.gov/housing/community-development/one-university>

- Although plans do not call for the complete closing of University Drive, some lane closures are expected
- County is expected to fund a Task Force to re-study vehicle and pedestrian traffic improvements at the University Drive and Rte 123 Ox Road Intersection
 - Made the request to Supervisor Walkinshaw to include USHA Rep on the Task Force
- Fairfax County Board Supervisor James R. Walkinshaw is holding quarterly virtual One University Development meeting

Old Business – University Square Community Sign

- The Sign Committee has designed 3 options
- Presently, the committee is waiting on quotes from three sign companies
- After we receive the quotes, we will conduct a SurveyMonkey® of the HOA regarding what cost range is considered acceptable
- If the survey indicates about 2/3rd of the members are interested in support of a sign option, then a more detailed proposal can be prepared.

Old Business – Update of USHA By-Laws & EAG&R

- Board is updating USHA By-Laws to align with USHA Articles of Incorporation and USHA Declaration of Covenants
 - Draft to be delivered to homeowners for review and comment in March/April with a final expected by 8 Sept General Meeting
 - Approval from 124 (75%) of the homeowners is required
- EARC is updating Exterior Architecture Guidelines and Restrictions (EAG&R)
 - USHA comments completed in Sept 2021 SurveyMonkey®
 - Board completed review and approved EAG&R
 - New EAG&R dated 4 March 2022 to be posted on website and delivered to each homeowner

Old Business – Republic Trash Service

- Service continues to be spotty
 - Missed pickups of the 15 homes on San Juan Drive
- Republic Customer Service: (703) 818-8222; Account Name: University Square; Account #: 3-0803-1601416
 - Use to report missed pickups
 - Use to request free replacement of damaged Republic or AAA 96-gal trash container or 18-gal recycle bin
 - Use to request special pickup of large items at homeowner's expense
 - Homeowners can contract directly with Republic if they desire a larger 64-gal recycle container at \$45 a year or homeowners can buy their own
- Recycle papers and plastics, NO GLASS items
- Yard waste must be in paper bags or container, no plastic bags; branches must be tied with string in small bundles that can be lifted by hand
 - Separate yard waste pickup on Wednesday ends from 1 Dec to 1 Mar. Yard waste should be put out during this period with the trash

Old Business – Trash Collection Proposals

- Walt Weigle, 10855 Santa Clara Drive volunteered at the Sept 2021 General Meeting to obtain proposals from other thirteen county approved trash collectors
- Only Champion Services and kmG Hauling provided proposals
 - Neither company was willing to collect trash twice a week
- Champion Services quoted \$8,085 per month
- kmG Hauling quoted \$10,230 per month
- Republic currently charges \$4,106.85 per month
 - Original five-years contract with automatic renewals was signed in Oct 2012 for \$3,747.15 per month
 - Either party can terminate with 60 days with written notice
 - The 9.4% increase is based on increases in county rates and Republic operational cost
- Despite Republic's spotty service, changing to any other trash provider would double our annual HOA dues

New Business – Private Drive Signs

- Board approved replacing two 40-year-old Private Drive Signs at a cost of \$60 per sign. Signs are necessary for fire, rescue and police when responding to a call from any of the homeowners



New Business

- Open Discussions from the floor

Closing Remarks

- Next General Meeting is scheduled for 7PM, 8 September 2022
 - Agenda with Video Conference Link will be mailed in advance
- Next USHA Board of Directors Meetings, 7PM on 12 May and 11 August.
 - Homeowner wishing to attend must contact president@universitysquareha.com
- Adjournment