

WAINWRIGHT CLUSTER MEETING

December 8, 2022

Board Members: Damien DeAntonio, Ryan Gordon, David Oakes, Kit Case, John Foley, Kat Waters, Erick Osman

Attendees: Tim Casey

Monthly Meeting, started 7:37 pm

The Board reviewed and approved the November meeting minutes.

Treasurer's Report:

Checking:	\$83,670.29
Awaiting Deposit*:	\$775
CD:	\$17,103.92
Arrears:	\$4,375

**Please note the Wainwright Cluster Treasurer only deposits checks once per month toward the end of the month. Therefore, checks for dues sent early in the month may take several weeks to clear.*

Long Term Items:

- Historical Marker – still pending, requires follow up.

Old Business:

- IRS bill – we received a letter from the IRS stating that the late fees were removed based on the information provided and the corrected filings.
- Damage from Amazon truck in upper cluster – Erick provided an estimate to repair the damages
- Long term capital improvements:
 - Board plans to research loan terms (7 and 10 year) to provide options for review and voting at the next annual meeting (Feb 2023) in order to be able to repave parking lots and replace carport roofs.
 - Approximately \$135,000 (\$40,000 for roofs + \$25,000 estimated additional plywood costs + \$70,000 for parking lots [milling and paving])
 - Several options were discussed. These options will be refined and presented for a decision during the annual meeting in February.
 - Complete all capital improvements in 2023 using 7-year loan (@ ~7-8%) for \$160,000
 - Requires \$175 additional per quarter in cluster dues for life of loan (\$525 total/quarter)
 - Additional principal payments may be possible to reduce total interest paid
 - Complete all capital improvements in 2023 using one-time special assessment (~\$3500/house)
 - Complete carport roofs in 2023 and parking lot in 2025
 - Carport roofs would be done in 2023 out of reserves that have been built up
 - Requires \$175 additional per quarter in cluster dues (\$525 total/quarter) to rebuild reserves and do asphalt in near future
- Electrical issues in upper cluster:
 - Electrician was able to connect power from resident house to get carports and sign light working again. Remaining issue is likely somewhere between second pole and the electric panel.
 - We will work with Red Hawk to get a line run from another resident house to the second pole to hopefully restore power to the 3 remaining poles that are out.
- RA complaint for tree removal

- DRB Decision from resident compliant: The DRB requires that the applicant submit a tree replacement plan (to include installation timeline) to staff for the three (3) trees removed which shall include a minimum of one (1) replacement tree being a Conifer or appropriate Evergreen with a four (4) inch caliber on the other two (2) trees.
- Plan submitted and approved by RA.
- Need to get a quote from Cardinal to plant the trees in the Spring.
- Sid's Bench
 - On several occasions over the past few months someone has had to cleanup a large amount of trash (mainly beer bottles) left behind
 - Should be explore the possibility of moving Sid's bench? Discuss with Carol
 - Problems continue, board is going to look into moving the benches.
- Budget for 2023
 - Board reviewed the budget for 2023
 - \$58,266.72 in estimated expenses
 - \$58,800 in estimated income
 - Most of the budget remains unchanged except for increases in trash, landscape and insurance premiums. Capital improvements will be funded by one of the options discussed.
 - Motion was made and all approved the 2023 budget

New Business:

- VDOT follow-up
 - Signs for upper cluster cross walk – VDOT is supposed to be installing signs to show no parking area around the cross walk
 - Wainwright Dr damage by lower cluster – board plans to contact VDOT regarding the growing holes in the road by the storm drains.

MAIL

- Letter received from IRS.
- Email from Pathway Homes requesting Cluster documentation.

OPEN FORUM

- None.

8:15 pm end of the meeting.