

Wainwright Cluster Association
Annual Meeting
February 11, 2014

Attendees: Mark Waddell, Damien DeAntonio, Heather Robertson, Dick Benjamin, Tom and Nancy Kamstra, Erick and Claudia Osman, Glenann Godden and Eric Kemp, Ellie Fusaro, Ann Watters, Laurent and Anais Minassian, Carol Ann Marquez, Myrna Schwab

Meeting convened at 7:26pm the Rose Room at the Lake Anne Community Center.

Mark introduced the meeting and the Board Members to those in attendance. He summarized why it was a good year for the cluster in 2013:

- Carport cleaning
- Came in under budget
- Grounds clean up activities
- The addition of Mr. T to our resources for basic clean up in the cluster
- Revising the cluster handbook

Mark reminded everyone about the garbage can recommendations, particularly the danger of the raccoons. He also reminded residents about being cautious about leaving garbage or large debris in non-designated areas.

In other news in the cluster:

- 3 homes in the cluster were sold and bought, and we maintained the same renters/owners ratio in 2014.
- Snow removal this season is taking more resources than expected.
- Mr. Doyle Smith passed away in the middle cluster.
- Damien introduced a new Wainwright Cluster website – www.wainwrightcluster.weebly.com.
- There are many new developments in our neighborhoods – such as the under-construction Park Reston new highrise building, the approval to purchase and redevelop the Crescent Apartments and new parking garages near Lake Anne Plaza, and the additions to Lake Anne Plaza.

Financial Report from Dick Benjamin

Dick distributed the Financial Summary Reports to all attendees. He reported out the budget summary for 2013, explaining the amounts budgeted for 2013, funds used, and balances. The Cluster spent less than the income by \$18,724. This surplus gets rolled into the reserves. The only line item that was over budget was tree repairs.

We currently have \$61,162.97 in reserves, which is more than we forecasted. We have no liabilities, i.e. we don't owe anyone. Most of our income comes from cluster resident dues. Most outstanding arrears have been settled, and we earned some interest. We are in very good shape financially.

The details of the 2014 budget were presented (\$59,099), including large expenses for landscaping/tree, snow removal, and major capital investment in exterior lighting approval (\$20,000).

Three members are due for reelection this year Tom Kamstra, Dick Benjamin, Erick Osman. Eric Kemp volunteered to join the board. Mark motioned to reelect the three existing board members and the new board member, it was seconded and passed.

Damien reported out on the limited landscaping activities that occurred in 2013. The majority of the work was small and could be done during clean-ups or by Mr. T. One resident asked if we should cut off the ivy off the trees, to prevent tree damage, and we all agreed that cutting it back is the most effective. Another resident asked that we address the standing water pools that are developing in the clusters (2 spots in the middle cluster and one in the upper cluster), as they are places where mosquitos breed. There is also a flooded area between 1763 and the carport. There is also standing water (1711, 13, and 15) in the lower cluster, causing potential problems for the sidewalks. Residents are encouraged to take photographs of the flooded areas this will help the cluster figure out a solution with a service provider.

Damien reported out on the updates that are being proposed for the Cluster Handbook. Most updates were made to reflect reality, some information was outdated or inaccurate.

1. Meeting minutes can be delivered electronically now, not just hardcopy. Web postings are also used.
2. Updated trash and recycling dates.
3. Assessment from \$1000 to \$1200 (a few years ago)
4. More flexible contractor selection criteria
5. Downspouts or doors can now be white.
6. Updated insurance information, specifically liability coverage.
7. Added garbage cans, trash removal, and proper storage and spillage cleanup.

A motion was made to approve the updates to the Handbook, it was seconded, and approved.

Residents suggested we develop a more formal way of communicating with neighbors – such as phone and email numbers. Damien suggested we provide a place on the website where residents can share their contact details if they like. Another resident suggested we develop an Emergency Plan to share with all residents.

Mark shared the reasons we are planning to repair and replace the exterior lighting – such as safety, complaints about lights shining in homes, electric

outlets working in the carports, and how some lights go out in the carports when it rains, how inefficient they are. Ditches will be needed, and one way to save money is to ask that residents dig these in during Spring Cleanup. Whatever we do will need to be approved by the Reston Association. Tom Kamstra located the original lighting designs, which was done by one of the residents.

Additional landscaping projects for next year are likely to include:

- Replacing the triangle in the lower cluster
- Replacing the large tree that fell in the lower cluster
- Solutions for these flooded/poor drainage spots identified

Long term projects may include:

- Carport repairs
- Asphalt work
- Sidewalk and curb repairs
- Drainage
- Tree Work
- Stairs in Upper Cluster

Open Session:

- Eric reminded residents to keep dogs leashed, some residents are afraid.
- Ellie expressed appreciation for the board's work this year.

A motion was made to adjourn the meeting. The motion was seconded and passed. The meeting adjourned at 8:25pm.

Annual meeting concluded.

Any questions may be sent to President Mark Waddell at markw83@verizon.net

The next Wainwright Cluster Board meeting will be March 18th at the home of Mark Waddell. The house number is 1725

Respectfully submitted,
Heather Robertson