



Annual Meeting Newsletter

**Meeting Agenda, Board Member Candidate Information, Proposed
2015 Budget and CSI Schedule Updates**

**December 2, 2014 8:00pm - Hunters Woods Rec Center Rooms 1-2-3
(Doors open at 7:30pm)**

To be eligible to vote in the Annual Election, you must be a Resident Member in good standing (i.e. all dues are current). If you have any concerns about your voting eligibility, please contact the Board as soon as possible at board@huntersgreen.org to resolve any issues prior to the Annual Meeting.

The Social Committee will also have some cider and snacks on hand once the doors open, so please arrive early!

2014 Annual Meeting Agenda

1. Call to Order and Review of Agenda
2. Reading and Approval of Minutes of 2013 Annual Meeting
3. President's Report
4. Treasurer's Report and Review of Proposed 2015 Budget
5. Vote on 2015 Budget
6. Election of Board Members
7. Member Comment Period
8. Executive Session
9. Adjournment

Candidate Statements

Jeff Byrd

11718 Indian Ridge Road

Hello Hunters Green Cluster. My name is Jeff Byrd and I'm running for another term on the HGCA Board. I was originally elected in 2010 to fill out a one year term, and then elected again in 2011 for a three year term.

For the past year it has been my honor to serve as the President of the HGCA Board. As President of the HGCA Board I've worked to restore a sense of community within Hunters Green Cluster.

We've come a long way and I want to help us go further. Our community will always have parking issues, and paving requirements, grounds care and tree maintenance. I want to make sure we continue with our community pot lucks and start to investigate new playground equipment. I think that we have shown that we can overcome our differences and I'd like another chance to be a part of the leading the effort.

**Charles L. Colby,
11731 Indian Ridge Road**

My wife Deborah and I moved to Hunters Green a year ago from Franklin Farm in Herndon. We enjoy our new community because of its friendly and open residents, beautiful views and unique architecture. We own a professional services business that we founded in 1992 and that employs a staff of 12. Prior to moving to Hunters Green, I was a member of the Board of Trustees for the nearby Franklin Farm Foundation, where I served for over a year. Prior to that, I served on Franklin Farm's Open Space Committee, which I chaired for two years. Franklin Farm is a large community in Fairfax with a seasoned board, so my experience there will be valuable in serving on the HGCA board. As a volunteer at Franklin Farm, I learned about HOA law, architectural standards, landscape maintenance, contracts and governance. My educational background consists of a MBA and a BS in business from the University of Maryland, College Park.

I believe that HGCA is a well-run HOA, due to the capable management of its current and past leadership. I would like to contribute to the efficient management of our community and help to ensure a harmonious atmosphere among our neighbors. I have no strong opinions on some of the issues we are grappling with such as parking and whether to retain a management company, but I do believe that we need to move these issues forward to resolution in an expeditious manner. It is important to gather input from residents and discuss matters openly, but ultimately, we need to finish debating and make decisions. On the issue of the golf course rezoning, I believe we need to aggressively mobilize community support to prevent development, but should do this under the leadership of Rescue Reston and the Reston Association to ensure a unified response.

**Patrick Nichols,
11742 Indian Ridge Road**

I am currently on the HGCA Board serving out the remainder of a previous board member's term. I believe the current Board is on the right path for our neighborhood – I support the current approach to governance, providing an open forum for the community and the use of committees to work through and resolve our issues.

I have lived in the Hunters Green Cluster since 1980 with my wife Dorothy. We've found the cluster to be the perfect place to raise our two girls; the neighbors have always been friendly and supporting. They care about each other and the value of our community. I decided to run again for the board to do my part to maintain and care for the cluster. I believe the board is here to represent the common goals of our neighbors and act in good faith to implement changes and carry out the duties of the board in a manner that reflects that philosophy.

In my 34 years here, I have been actively involved in the community from volunteering at the schools (i.e., Terraset, Langston Hughes and South Lakes), working as one of the Newbridge Swim Team managers, to serving on the board of the Reston Swim Team Association (RSTA). I was actively involved with the RSTA Board for over 10 years. During that time I acted as President, Vice President and chair of several committees. What I found during my years with RSTA was that an integral part of smoothly running an organization as large as the RSTA (9 teams and over 900 swimmers and their families) was the use of committees to spread the work and make the extensive required tasks easier.

Professionally, I am an engineer working in the IT industry. For 20 years, I was the program manager that provided IT support to the Joint Chiefs of Staff in the Pentagon. As a certified program management professional, you learn the value of communications; apart from managing a large team of people and projects, you learn that understanding the needs of your stakeholders is the key to success. For our community, every homeowner is a stakeholder that deserves to have their voice heard and integrated into the board decision process.

I value our community and I would be honored to continue representing the Hunters Green residents as a member of the Board of Directors.

Tyler Willis
11702 Indian Ridge Rd, Reston, VA 20191

Tyler Willis is originally from San Antonio, TX and has lived in the Washington, DC metro area since 2003. Tyler became a resident of Indian Ridge Rd in January 2014. He earned his undergraduate degree from St. Olaf College in Northfield, MN and his graduate degree from George Mason University in Fairfax, VA. Tyler is a senior executive for Medical Science & Computing, LLC—a Maryland-based healthcare information technology company supporting the Federal government. He is responsible for the operational and financial management of several government contracts with the National Institutes of Health (NIH) and the United States Department of Agriculture (USDA). He also oversees all corporate strategic initiatives based on private and public market trends. In his free time, Tyler is working to become a Virginia High School League basketball official and is training for his first triathlon in May. Tyler feels the most critical traits of a board member are transparency, inclusiveness, and accountability. Transparency ensures fairness in all Board decisions and the application of Hunters Green Cluster Association (HGCA) regulations. Inclusiveness provides equal opportunity for residents to be heard and encourages diversity of thought when facing challenging problems. Accountability safeguards that the interests of the entire HGCA are represented in all activities.

CSI Schedule Updates

Effective December 1, 2014 - Outsized Item Collections will be switched from WEDNESDAYS to THURSDAYS. Recycling and Yard Debris pickup will remain on WEDNESDAYS.

After this change, the trash schedule will be as follows:

- Monday - TRASH COLLECTION
- Wednesday - RECYCLABLES & YARD DEBRIS
- Thursday - TRASH COLLECTION & OUTSIZED ITEM COLLECTION

Holiday Schedule

Thanksgiving Day: (Thursday, November 27th). No service will be provided on this day. Service will resume on Monday, December 1st for regular trash collection and Thursday, December 4th for outsized item collection.

Christmas Day: (Thursday, December 25th). No service will be provided on this day. Service will occur on Monday, December 29th for regular trash and outsized item collection.

New Year's Day: (Thursday, January 1st). No service will be provided on this day. Service will occur on Monday, January 5th for regular trash and outsized item collection.

Christmas Tree Pickup

Our Christmas Tree Collection days will be on Wednesday, January 7th and Wednesday, January 14th. Please do not bag the trees, and be sure to remove all ornaments and tinsel. Pickup can begin as early as 6am.

| Hunters Green Cluster Association | | | | | |
|--|---|---------------|--|-----------------------------|---------------|
| Year 2015 Budget | | | | | |
| December 2, 2014 | | | | | |
| | | 2014 | | 2014 | 2015 |
| | | Budget | | Actual or Projected* | Budget |
| Income: | | | | | |
| Interest Income | | | | | |
| | Bank Interest | \$ 100 | | \$ 115 | \$ 115 |
| | Interest from Members | \$ 560 | | \$ 390 | \$ 400 |
| | Interest in Investments | \$ 50 | | \$ 41 | \$ 60 |
| | Total Interest Income | \$ 710 | | \$ 546 | \$ 575 |
| Membership Dues | | | | | |
| | Annual Dues Assessed** | \$ 174,640 | | \$ 175,750 | \$ 174,640 |
| | Early Payment Discounts | \$ (5,233) | | \$ (5,772) | \$ (5,920) |
| | Total Membership Dues | \$ 169,407 | | \$ 169,978 | \$ 168,720 |
| Other Fees and Assessments | | | | | |
| | Late Fees | \$ 750 | | \$ 626 | \$ 750 |
| | Other Assessments | \$ - | | \$ 12 | |
| | Total Other Fees and Assessments | \$ 750 | | \$ 638 | \$ 750 |
| | Total Income | \$ 170,867 | | \$ 171,162 | \$ 170,045 |
| Expenses: | | | | | |
| Administration | | | | | |
| | Parking Feasibility | \$ 5,000 | | \$ - | \$ 500 |
| | CPA, Bookkeeper*** | \$ 1,500 | | \$ 6,459 | \$ 6,000 |
| | Property Management*** | \$ 16,500 | | \$ - | \$ - |
| | Bank Service Charges, Meeting Expenses, PO Box Rental, State Filing Fees, Website Costs | \$ 500 | | \$ 983 | \$ 1,000 |
| | Office Supplies | \$ 350 | | \$ - | \$ 300 |
| | Postage | \$ 550 | | \$ 325 | \$ 325 |
| | Printing | \$ 550 | | \$ 300 | \$ 300 |
| | Total Administration Expenses | \$ 24,950 | | \$ 8,067 | \$ 8,425 |
| Grounds | | | | | |
| | Annual Lawn care Contract | \$ 43,740 | | \$ 44,000 | \$ 45,000 |
| | General Maintenance | \$ 9,500 | | \$ 1,901 | \$ 6,000 |
| | Non-turf Area | \$ 2,500 | | \$ 4,040 | \$ 2,500 |
| | Tree Care | \$ 15,000 | | \$ 16,300 | \$ 17,000 |
| | Signage (HGCA Entrances) | \$ 4,000 | | \$ - | \$ - |
| | Pavement Maintenance (Potholes) | \$ 3,000 | | \$ - | \$ 3,000 |

| | | | | |
|--|---|-------------|-------------|-------------|
| | Playgrounds | \$ - | \$ - | \$ 3,000 |
| | Barrier along Sunrise Valley | \$ - | \$ - | \$ 15,000 |
| | Total Grounds Expenses | \$ 77,740 | \$ 66,241 | \$ 91,500 |
| | | | | |
| | Insurance | \$ 1,900 | \$ 1,860 | \$ 2,000 |
| | Legal | \$ 9,500 | \$ 4,200 | \$ 5,000 |
| | Miscellaneous Expenses | \$ 500 | | \$ 500 |
| | Snow Removal | \$ 15,000 | \$ 13,000 | \$ 15,000 |
| | Street Lights (electric) | \$ 4,200 | \$ 4,700 | \$ 4,700 |
| | Trash Removal | \$ 25,340 | \$ 25,700 | \$ 27,000 |
| | Total | \$ 56,440 | \$ 49,460 | \$ 54,200 |
| | | | | |
| | Total Expenses | \$ 159,130 | \$ 123,768 | \$ 154,125 |
| | | | | |
| | Net Income before Contribution to Reserves | \$ 11,737 | \$ 47,394 | \$ 15,920 |
| | Transferred to meet 2014 Reserve Requirement | \$ 16,463 | \$ 16,463 | |
| | Contribution (to) from Reserves | \$ (28,200) | \$ (38,000) | \$ (39,000) |
| | Net Income after Reserve Contribution | | \$ 25,857 | |
| | Transferred to Meet 2015 Reserve Requirement | | | \$ 25,857 |
| | | | | |
| | | | | |
| | QUARTERLY DUES | \$ 370 | | \$ 370 |
| | ANNUAL DUES IF PAID BY FEB 1 | \$ 1,406 | | \$ 1,406 |
| | | | | |
| | *Actuals based on P&L through October 31st and projections November 1-December 31. | | | |
| | ** Based on current dues of \$370/quarterly household | | | |
| | *** Property Management was not engaged in 2014, explaining the discrepancies with both the CPA/Bookkeeper and Property Management line items | | | |

HUNTERS GREEN CLUSTER ASSOCIATION

Projection for Capital Reserve Fund

As of December 3, 2013

| YEAR | PRINCIPAL ADDED | INTEREST* | DISBURSE- MENTS** | YEAR-END BALANCE*** |
|-------------|----------------------------|------------------|------------------------------|--------------------------------|
| 2000 | \$0.00 | \$3,710.12 | \$4,713.50 | \$50,990.83 |
| 2001 | \$0.00 | \$3,430.16 | \$2,339.09 | \$52,081.90 |
| 2002 | \$7,000.00 | \$3,247.33 | \$0.00 | \$62,329.23 |
| 2003 | \$13,000.00 | \$2,287.74 | \$0.00 | \$77,616.97 |
| 2004 | \$43,254.00 | \$2,926.41 | \$61,112.00 | \$62,685.38 |
| 2005 | \$8,668.00 | \$2,645.32 | \$0.00 | \$73,998.70 |
| 2006 | \$20,000.00 | \$3,122.75 | \$0.00 | \$97,121.45 |
| 2007 | \$20,000.00 | \$4,098.53 | \$32,520.00 | \$88,699.97 |
| 2008 | \$20,000.00 | \$1,774.00 | \$0.00 | \$110,473.97 |
| 2009 | \$20,000.00 | \$2,209.48 | \$0.00 | \$132,683.45 |
| 2010 | \$20,000.00 | \$3,100.00 | \$1,200.00 | \$154,583.45 |
| 2011 | \$20,000.00 | \$2,587.00 | \$0.00 | \$177,170.45 |
| 2012 | \$0.00 | \$2,397.00 | 66,066.38 | \$113,501.07 |
| 2013 | \$37,000.00 | \$2,270.02 | \$0.00 | \$152,771.09 |
| 2014 | \$38,000.00 | \$3,055.42 | \$0.00 | \$193,826.52 |
| 2015 | \$39,000.00 | \$3,876.53 | \$0.00 | \$236,703.05 |
| 2016 | \$39,500.00 | \$4,734.06 | \$237,956.00 | \$42,981.11 |
| 2017 | \$40,685.00 | \$859.62 | \$25,500.00 | \$59,025.73 |
| 2018 | \$41,905.55 | \$1,180.51 | \$30,412.00 | \$71,699.79 |
| 2019 | \$43,162.72 | \$1,434.00 | \$34,436.00 | \$81,860.51 |
| 2020 | \$44,457.60 | \$1,637.21 | \$0.00 | \$127,955.32 |
| 2021 | \$45,791.33 | \$2,559.11 | \$47,113.00 | \$129,192.75 |
| 2022 | \$47,165.07 | \$2,583.85 | \$26,795.00 | \$152,146.67 |
| 2023 | \$48,580.02 | \$3,042.93 | \$42,724.00 | \$161,045.62 |
| 2024 | \$50,037.42 | \$3,220.91 | \$0.00 | \$214,303.95 |
| 2025 | \$51,538.54 | \$4,286.08 | \$0.00 | \$270,128.57 |
| 2026 | \$53,084.70 | \$5,402.57 | \$0.00 | \$328,615.84 |
| 2027 | \$54,677.24 | \$6,572.32 | \$0.00 | \$389,865.39 |
| 2028 | \$56,317.56 | \$7,797.31 | \$92,547.00 | \$361,433.26 |
| 2029 | \$58,007.08 | \$7,228.67 | \$0.00 | \$426,669.00 |
| 2030 | \$59,747.29 | \$8,533.38 | \$20,429.00 | \$474,520.68 |
| 2031 | \$61,539.71 | \$9,490.41 | \$0.00 | \$545,550.80 |

Notes:

1. Bold lines indicate when reserves study was done. Reserve studies are mandated by VA law to be done every 5 years. HOA Boards review the studies annually.

2. 2% interest used for reserve projections.