



HGCA Special Meeting
July 31, 2017 6:00 – 8:00 pm
Reston Community Center, Hunters Woods Rooms 1-2

Call to Order and Review of Agenda

Yanni Chryssomitis called the meeting to order at 6:05 pm. Four board members present: Yanni Chryssomitis, Jean Murphy, Charles Colby, and Hadi Damavandy. Bruce Ware was not present. Yanni addressed the community and noted the importance of the meeting. The board will go over the bids and differences, then have a separate discussion about financing.

Concrete and Asphalt Project – Board Vote: Vendor Selection

The board received bids from 8 vendors. Board unanimously decided to go with lowers 3 bids (Ashburn, Propave, and Finley) and asked for a best and final bid. Reference checks were completed for each of the vendors. We also checked into insurance coverage. For all 3 vendors there are no pending law suits. Ashburn offered a 3-year warranty, compared to 2 years from the other vendors. The board also looked into payment terms. Finley offered 6 months after completion for payment and Propave offered a 4% discount but 45 days max for payment.

The Board continued to discuss factors such as the scope and size of previous jobs, advantage of delayed payment terms, engineer costs (\$20k estimated), and engineer oversight.

The Board then solicited feedback from the community. Community members raised concern about various issues:

- 4% discount from Propave is substantial (~\$170 less per household)
- Parking and access to the road
- Longer payment term demonstrates the solvency of Finley
- Make sure vendors are bonded
- Questions about striping

- Ample notice to the community

Following the discussion, the board proceeded to make their selection. All four board members agreed that although each vendor had its strengths, Finley's payment terms gave the cluster the most flexibility.

Yanni then moved that the board will enter negotiations to enter into a contract with Finley Asphalt and Paving. Charles seconded the motion. Vote passed 4-0.

Concrete and Asphalt Project – Discussion: Financing Options

Charles noted that the Board looked into financing, but based on the last meeting and in exploring that option, we decided to take that off of the table. Look at what we originally budgeted, and raise cash to cover the unbudgeted portion.

Charles some specifics of the finances:

- Original amount allotted for the project based on the previous reserve study - \$300,867.00
- Bid cost (Finley) - \$545,579.00
- Engineering costs - \$20,000 (safe estimate)
- Total Project Cost - \$565,579.00
- Amount Not Covered - \$264,712.00
- Cost per household \$2,243.00

Charles noted that the board will most likely have to assess $\frac{1}{2}$ this year, and $\frac{1}{2}$ early next year – potential for a lower assessment based on new reserve study and our financial health next year. Yanni noted that based on the last meeting, community overall seems to prefer assessment rather than taking a loan, or a lower assessment with increased dues.

The Board then fielded questions and comments from the community on various topics:

- Will we be able to pay our bills next year? Yes, all standard operating expenses are covered. All capital expenditures called for by the reserve study will be fully funded as well.
- Can the board clearly state what the assessment will be? As of now, \$2240 per household.
- Why is the process for this assessment different than the process for the playground assessment from 2016? This is a capital expenditure to maintain our common area and scheduled as part of our reserve study. The board has authority to assess the community to make sure these projects are funded. The playground was a change to the common grounds and required community approval. There is a mechanism that the

bylaws allow to rescind a capital expenditure assessment – majority of the community can vote within 60 days after the board votes on the assessment.

- The board owes a fiduciary duty to make sure the cluster is properly funded in the future

With no further comments from the community, the Board adjourned into executive session at 7:51 pm.

Executive Session

The board discussed collections, arrears, and other housekeeping tasks.

Adjourn

The board reconvened in open session at 8:04 pm. **Hadi moved to adjourn the meeting, Yanni seconded. The Board voted 4-0 to adjourn the meeting.**

Approved:

 
Yanni Chryssomitis
11/11/2017 5:57:08 PM EST
President Yanni Chryssomitis

Attendance:

Home Owner	Address
Elizabeth Hill	11799 IRR
Matt Egan	11633 HGC
Marry Ann Simpson	11713 IRR
Harvey and Janice Berger	11734 IRR
Jeff Byrd	11718 IRR
John Piper	11603 HGC
Charles Mitchell	11791 IRR
Nancy Mosier Murphy	11786 IRR
Shirley Carr	11798 IRR
John Swallow	11725 IRR
Deb Colby	11731 IRR
Bob Schnapp & Fran Freedman	11773 IRR
John Lankau	11775 IRR
Jim & Joyce Allred	11707 IRR
John Klonaris	11768 IRR