

2019 ANNUAL REPORT
OF
EVERETTE ESTATES HOMEOWNERS' ASSOCIATION, INC.
BOARD OF DIRECTORS

October 2, 2019

HIGHLIGHTS

1. **ROADS:** Through VDOT website and follow-up talks with the local district office, the President requested repair of Everett Drive cul-de-sac. VDOT finally took action In June 2019; request was made in September 2018.

The operation and maintenance of roads in our subdivision are the responsibility of the Virginia Department of Transportation (VDOT). Road issues should be reported to VDOT at 800-367-7623 (800-for-road) or virginia-dot.org. Routine maintenance, such as mowing grass, of ditches is the responsibility of property owners. For more serious issues, owners should contact VDOT for guidance and/or assistance.

2. **STORMWATER MANAGEMENT FACILITIES:** Peek's clean-up of our basins has been a challenge. After paying for 2 years, we received one clean per year instead of two each for 2017 and 2018. Peek's has promised to do two clean-ups in 2019 without further payment. Clean-up is pending.

The next certification by a professional engineer of the stormwater facilities is due on or before February 15, 2020. Solicitation of engineering firms to do the certification is pending. In addition, the firm will also be asked for a determination on the need for fencing as an option for Board consideration.

3. **CAPITAL RESERVE STUDY:** Board is following the recommendations of our Capital Reserve Study in preparing budgets. There have been no outlays to date. An update is due in 2022.

4. **NEIGHBORHOOD APPEARANCE:** On July 15, the Architectural Review Committee (ARC) and the President, surveyed the "curb appeal" of the neighborhood. In a general July 19 email, the President summarized the issues and sought cooperation of owners in taking appropriate corrective action. With only a couple of exceptions, owners have taken the recommendations seriously and have taken action. ARC notifications to the exceptions is pending.

A document entitled: "PROPERTY OWNER REQUIREMENTS, Rules, Protective Covenants and The Law," remains posted on < EverettEstates.com>. It contains 7 rules adopted by the Board of Directors, 8 reminders of rules stated in the Covenants and 3 reminders of conformance to County Code/State Law.

5. **LANDSCAPING:** CY 2019 is the third year of our 3-year contract with Peek's Nursery. The mowing component is being accomplished. As noted above, he is struggling to fulfill the stormwater basin clean-ups.

A solicitation, dated October 2, for next year's landscaping and stormwater basin clean-ups has been sent to several companies and posted on our website. Proposals are due October 18. Based on price, the Board, after consultation with the membership, may have to adjust the amount of mowing done.

OTHER SIGNIFICANT ACTIONS/ACCOMPLISHMENTS

6. Administrative Actions

- Collected 2019 annual assessments. All owners are up to date.
- Paid our annual fee of \$25.00 to the Virginia State Corporation Commission, due March 31.
- Paid our annual fee of \$20.00 to the Virginia Common Interest Community Board, also due March 31.
- Filed Federal (due by April 15) and Virginia (due by May 15) income tax forms—no tax liability for either submission.
- Voted at the November 2018 Meeting to maintain the Everette Estates website through Go Daddy.com.
- Purchased HOA insurance for “Liability” and “Officers and Directors” coverage (\$981) and “Workers Compensation” (\$500).
- Worked with our insurance company and our lawyer to develop an addendum to contractor proposals that include Indemnification and Insurance Clauses.
- Prepared 3 *Disclosure Packets* for property transfers. One property (9516 Everette Drive) transfer completed thus far.

7. Legal Advice

Renewed contract with Chadwick Washington by a Board vote at the November 2018 Meeting. The annual retainer cost remained at \$800.00; which permits telephone inquiries of issues when needed. Additional legal activity is charged at a reduced, but still high professional hourly rate.

President sought advice on a variety of issues, but as usual, most questions involved interpretations of our Protective Covenants and enforcement. Our lawyer also shared a recent Virginia Supreme Court decision that may impact the types of rules the Board can adopt under the Protective Covenants.

President’s wife attended, for the third year in a row, a free seminar hosted by Chadwick Washington in Fredericksburg. The President could not attend this year because of a health issue.

8. Maintenance

Charlie Bachini continues his yeoman service as our unofficial director of public works and safety, keeping the President informed of issues and performing small maintenance and repair tasks and litter patrol. *All others are welcomed to join in.*

Charlie also continued to blaze, with occasionally help, his pioneer/rustic path through the woods connecting the 2 cul-de-sacs, but stopped during the growing season. He’ll wait until the latter part of fall to assess the condition.

9. Tree Topping

President talked with the County (Richard Street) regarding the topping of 2 trees on our common land that fall within a designated Resource Protection Area (RPA). There is no problem if we don’t disturb the ground cover, but if we do, it will need to be repaired. The 2 trees being topped are considered a danger to the dwelling on 9409 Everette Court. A contract has been signed for the work to be done on October 8.

Prepared by: Crawford Jencks, President