

# **Crestbrook Homeowners Association**

## **Meeting Minutes, January 18, 2016**

- I. Call to order** - Mr. Brabrook began the monthly Crestbrook Homes Association meeting at 7:06 PM at the Hiddenbrook Club House. There were five board members, and Lisa Cornaire from Spectrum Property Management present.

Mark Brabrook	Rob Garratt	Maria Asbil
Chris O'Donnell	Lew Thorp	Lisa Cornaire

- II. Review / Approval of meeting minutes:** The December minute approval was deferred to the February meeting.

- III. Homeowner Forum:** Nothing Significant to Report

**IV. Old Business:**

a) The easement paperwork is complete and based on advice from counsel only five easements are required. The current easement for 1406 Powells Tavern is still valid and the opinion of the attorney is that it covers the existing retaining wall. Initial coordination for getting homeowner signatures will begin with phone calls on Friday 20 January 2017 with follow up visits with the five homeowners scheduled for 4 February. The visits will establish formal easements to allow Crestbook HOA to maintain the corner walls, signs and landscaping. There is also a formal agreement/transfer of ownership for the walls at the Dranesville Butterchurn entrance to the Crestbrook HOA.

b) Edits to the reserve study were discussed and consisted of reducing the degree of replacement value of the corner entrance walls. The reserve study established a full one for one replacement value for the Butterchurn walls that drove the required reserve fund to \$96,408 (in 2038) .This was considered unreasonable based on the opinion that the HOA would not execute a one for one full replacement of the walls. The structure to replace the current Butterchurn walls would be similar (~30' long, 3' high, 1' foot wide) to walls at Shallow Ford and Powells Tavern.

**V. New Business:**

a) Sign replacement was discussed and a decision was made to replace the two Butterchurn signs. The reserve study recommended replacing four signs in 2017. Based on the board's assessment only two need replaced. The replacement schedule will be reviewed annually.

- VI. Management Report:** Ms. Cornaire stated her office location is moving and she will have an assistant this year. She does not anticipate any change in service to the Crestbrook board.

**VII. Committee Reports**

a) Two Architectural Reviews were approved. A shed at 12402 Shallow Ford Court and Garage Doors at 12505 Browns Ferry Road. It was noted that the board had not seen a review for work being done at 1319 Rock Chapel.

- VIII. Closed Session:** Not required.

**IX. Adjournment**

The meeting adjourned at 7:50 PM.

Minutes submitted by: Lewis Thorp, Secretary