

**HUNTINGTON FOREST HOMEOWNERS ASSOCIATION
ANNUAL MEMBERSHIP MEETING**

Thursday, November 15, 2012

**Cameron United Methodist Church, Skelton Hall
3130 Franconia Road, Alexandria VA 22310**

Meeting convened 7:38pm

ATTENDEES:

Board Members Present: Jesse Schrum, John Schaefer, Doreen McKnight, Michael Tanner, Debbie Halla, Agnes D'Alessandro, Kerry McCabe

Absent Board Members: Kathy Spitzer, Arienne Reilly

Non-Board Association Members Present: See Record of Attendance & Voting (Attachment 1)

Association Non-Members Present: Mike McClanahan, Lee District Supervisor Chief-of-Staff

OPENING MOTIONS: A motion to adopt a rule that any attendee intending to audio or video record any portion of the meeting provide notice was made and approved unanimously. Non-Board Member attendee Deborah Clay-Mendez announced that she would be audio-taping the meeting.

AGENDA: Jess Schrum presented the Meeting Agenda (Attachment 2).

GUEST SPEAKER: Jess Schrum introduced Mr. Mike McClanahan, Lee District Supervisor Chief-of-Staff, who briefed the Membership on local issues including the Springfield Mall renovation and surrounding area improvements, and the Wegmans Food Store being constructed on the northeast corner of Telegraph Road and Beulah Street. Mr. McClanahan answered member questions regarding: the ongoing Telegraph Road widening and improvement project north of Fort Belvoir; the upcoming PennDaw residential and commercial renovation project; the ongoing Costco Wholesale construction project on the Richmond Hwy site of the former Mount Vernon Multiplex Cinema; and, the upcoming residential and commercial renovation project on the current shopping mall site of Fast Eddie's Billiards northeast of the School Street-North Kings-Richmond Highway interchange. Mr. McClanahan then presented some local area crime statistics and answered additional member questions before departing at 8:11pm. Additional details of Mr. McClanahan's discussion are included in the Lee District Supervisor's Report (Attachment 3).

REPORTS:

President's Report (Jess Schrum) – See Projector Presentation (Attachment 4).

Jess Schrum introduced the members of the Board of Directors and briefed the Membership via a projector presentation, the highlights being:

- Significant Accomplishments of the ending year:
 - Avoiding any need for special or non-indexed assessments
 - Approving new architectural standards for windowed garage doors
 - Formalizing home pre-sale Architectural Compliance surveys
 - Stabilizing the scope of Common Area inspections to minimize liability
 - Stabilizing the Treasury's Operating Reserve
 - Formalizing procedures and costs for member access to Association records

- Establishing the Association’s new formal procedure for receipt and resolution of member complaints before they reach a stage of likely litigation
- Association Member Michelle Schafer’s improvements to the Association’s website
- Significant Challenges in the upcoming year
 - Increasing regulatory and administrative demands upon Associations from Richmond
 - Responding to new interpretations and requirements from recent litigation and court decisions
 - Further examination of pros and cons of resorting to professional property management
 - Major ongoing revision of Architectural Guidelines for ease of understanding and compliance
 - Traffic calming measures to thwart speeding and reckless driving in the neighborhood
- A comment from the floor expressed concern that the Board’s recently adopted policy resolution for examining and copying Association records was inconsistent with the Association’s Bylaws on that subject. Jess Schrum responded that resolutions recently adopted by the Board were to ensure the Association is aware of and complying with recent changes or court interpretations of Virginia law, which takes precedence over the Association’s documents. Bringing our documents into full compliance with such law changes and interpretations is a priority for the coming year.
- A comment from the floor expressed concern that the Board was investigating recent relaxation to the County’s traffic volume standards for installing residential traffic calming measures, such as speed tables/humps, in response to continuing problems of speeding and reckless driving in the neighborhood. Jess Schrum responded that for now the Board was investigating only the possibility of requesting the County to add signage and to perform qualifying traffic volume surveys in the neighborhood, and that the Board would inform and request input from the Association before making any decision to request installation of any traffic calming measures.

Jess Schrum concluded the presentation by reminding the Membership of the continuing need for volunteers willing to invest time and effort to serve on the Board and committees of the Association.

Treasurer’s Report (Jess Schrum for Kathy Spitzer) – See Treasurer’s Report (Attachment 5).

- Jess Schrum highlighted the major cost drivers and the increasing regulatory requirements being placed upon Homeowners and Condominium Associations by the Virginia Legislature and case law decisions of the County, District and Virginia Courts. All of which are making it more challenging for self-managed Associations like ours to remain fully compliant and responsive to their Membership without increasing reliance upon professional consultation with licensed attorneys, accountants, insurers, architects, arborists and land management specialists. The only alternative would be to place our Association under professional property management, which preliminary estimates indicate, that while consolidating them, would significantly increase rather than decrease those financial obligations.
- The Proposed Budget reflects an increase in the 2013 annual assessment from \$93 to \$97, which is between the CPI and 5% constraints of our Association’s recorded governing documents, while remaining below the Maximum Annual Assessment for 2013.
- The proposed budget also reflects an increase in the Resale Disclosure Packet fee from \$75 to the Virginia allowance of \$100. A member, who is a professional realtor, remarked from the floor that our Association’s Resale Disclosure Packet fees were the lowest around.

- A question from the floor asked what is an acceptable operating reserve? Jess Schrum stated that since the large annual assessment increase approved by the Membership in 2009, the Board has attempted to maintain an operating reserve between \$20-25K, roughly twice the annual assessment, but has not been able to do so because of the rising expenses already discussed that have contributed to a net deficit in two of those four years. He stated that the purpose of the operating reserve was to serve as an immediate resource to cover a large but realistic unanticipated expense until the Association could either acquire a commercial loan or obtain Membership approval for a special assessment. The most commonly cited of such events are lawsuits not covered by the Association's liability insurance, which typically run somewhere between \$50K to as high as \$500K as was recently the case of a nearby HOA in Kingstowne.
- The proposed 2013 Operating Budget was voted upon by the Association members present and was **APPROVED UNANIMOUSLY**.

Land Use Report (John Schaefer) – See Projector Presentation (Attachment 6).

John Schaefer briefed the Membership via a projector presentation, the highlights being:

- Lee District Land Use Committee is investigating many storm water management issues
- Burgundy Farm Country Day School at the end of Burgundy Road is under a redevelopment plan for expansion
- The County's current plan is to widen Telegraph Road only as far north as its intersection with South Kings Hwy but it will remain two lanes to its intersection with Franconia Road.

Architectural Review Committee (ARC) Report (Debbie Halla for Arianne Reilly)

Debbie Halla reminded the Membership that the purpose of the ARC is to preserve our community's home values for the benefit of all Association members and discussed issues confronting the ARC:

- Members are reminded always to check the Architectural Guidelines & Procedures and to submit their Architectural Change Request Form **before** making any change to their home and to wait on starting any project or signing any contract until their request form actually is approved by the ARC. The ARC has 60 days to approve a complete and properly submitted request form but usually takes far less time depending upon the project's complexity.
- There seems to be a growing lack of awareness about when and when not submittal of an Architectural Change Request Form is required. Some members are of the mistaken belief that they may make the same or similar changes to their own homes based on the ARC's prior approval for a different home; such is never the case – there are no pre-approved changes under our Association's governing documents.
- Jess Schrum added with the exception of **some** landscaping, the only work that may be performed on a property without an approved Architectural Change Request Form is that done to restore the property to its as-built or as-approved condition, including same color, style, material and quality.
- Expect an annual neighborhood walk-through to verify compliance as soon as the weather turns nicer, to include photographs taken from the curb for the ARC's records and to ensure continuity of compliance and enforcement.
- The ARC seems always in need of volunteers for new and replacement committee members.

Common Area Report (Michael Tanner)

Michael Tanner briefed the Membership on the current state of the Association's common areas and adjacent properties:

- Several trees were damaged by Hurricane SANDY. Our contracted arborist will survey the common areas early next calendar year to determine which trees will need to be removed.
- Trespassing continues to be a problem and a liability to the Association. If trespassers are observed the Fairfax County Police are immediately to be called via one of the non-emergency phone numbers, and they have been responding quickly.
- The County continues to work on resolving the matter of Mount Comfort Cemetery's spoils pile encroaching on our Association's common area. For now, the illegal depositing of spoils has ceased and the affected areas are stable.

Nomination and Election of Directors to the Board for the 2013 Term – See Ballot/Proxy and Voting Instructions (Attachment 7).

Debbie Halla reminded all in attendance to submit their completed ballots and a short break was taken while the votes were tabulated. There were no additional nominations beyond the three declared candidates whose names were pre-printed on the ballot. Debbie Halla then announced that the results were **UNANIMOUS** for the re-election of Agnes D'Alessandro and Kerry McCabe to the Board and that Donna Clay had been elected to fill the Board vacancy by Debbie Halla's departure.

The meeting adjourned at 9:36pm

2012 Huntington Forest HOA Annual Membership Meeting – November 15, 2012 – Attendance & Voting

Lot	Lot Address	Name(s)	In Person	Ballot Signed
001	6127 Florence Lane	Edward Reynolds		11-14-2012
002	6129 Florence Lane			
003A	6203 Gentle Lane			
004A	6205 Gentle Lane	Rosa Lee Ford		11-05-2012
005	6207 Gentle Lane			
006	6209 Gentle Lane	Norma Conroy		10-17-2012
007	6211 Gentle Lane			
008	6213 Gentle Lane	Mary Collins		11-14-2012
009	6215 Gentle Lane	Agnes D'Alessandro	X	11-14-2012
010	6217 Gentle Lane	Michele Fennell		11-15-2012
011	6219 Gentle Lane			
012	6221 Gentle Lane			
013	6223 Gentle Lane			
014	6225 Gentle Lane			
015	6227 Gentle Lane			
016	6229 Gentle Lane			
017	6231 Gentle Lane	Jesse Schrum	X	11-15-2012
018	6233 Gentle Lane			
019	6235 Gentle Lane			
020	6237 Gentle Lane			
021	6239 Gentle Lane			
022	6241 Gentle Lane			
023	6243 Gentle Lane			
024	6245 Gentle Lane	Debbie Halla	X	10-23-2012
025	6247 Gentle Lane	Michael & Nicole Cerino		11-02-2012
026	6249 Gentle Lane			
027	6251 Gentle Lane	Christopher McCormack		11-13-2012
028	6253 Gentle Lane			
029	6255 Gentle Lane	Christopher & Christine Gallagher		10-17-2012
030	8257 Gentle Lane			
031	6259 Gentle Lane			
032	6261 Gentle Lane			
033	6263 Gentle Lane			
034	6265 Gentle Lane			
035	6267 Gentle Lane			
036	6269 Gentle Lane			
037	6271 Gentle Lane			
038	6273 Gentle Lane			
039	6275 Gentle Lane	Kiki Ikossi		11-15-2012
040	6277 Gentle Lane	Doreen M. McKnight	X	11-15-2012
041	6279 Gentle Lane	Nancy Rottenecker		11-15-2012
042	6281 Gentle Lane			
043	6283 Gentle Lane			
044	6285 Gentle Lane	Michelle Schafer	X	11-15-2012
045A	6287 Gentle Lane	Michael D. Nusbaum		11-08-2012
046A	6286 Gentle Lane	John & Elizabeth Schaefer	X	11-15-2012
047	6284 Gentle Lane			
048	3306 Gentle Court	Lori Williams		11-13-2012
049	3304 Gentle Court	Kerry McCabe	X	11-15-2012
050	3302 Gentle Court			
051	3300 Gentle Court			
052	3303 Gentle Court			
053	3305 Gentle Court	Don Essick	X	
054	6278 Gentle Lane	Jedd Sorenson	X	
055	6274 Gentle Lane	Margaret Krause		10-22-2012
056	6272 Gentle Lane			
057	6270 Gentle Lane	Sarah Kolo	X	11-13-2012
058	6268 Gentle Lane	Pia Bojanowski		11-14-2012
059	6266 Gentle Lane	Anne M. Brennan		11-14-2012

Lot	Lot Address	Name(s)	In Person	Ballot Signed
060	6214 Florence Lane			
061	6212 Florence Lane	Robert M. Decker		10-21-2012
062	3313 Wooden Valley Ct			
063	3311 Wooden Valley Ct			
064	3309 Wooden Valley Ct	Rosemary Stewart		10-17-2012
065	3307 Wooden Valley Ct			
066	3305 Wooden Valley Ct	George Holmes	X	
067	3303 Wooden Valley Ct			
068	3301 Wooden Valley Ct			
069	3300 Wooden Valley Ct	Lorraine Colson		10-16-2012
070	3302 Wooden Valley Ct			
071	3304 Wooden Valley Ct	Steve Messinger		10-21-2012
072	3306 Wooden Valley Ct			
073	3310 Wooden Valley Ct	Janet Roberson		10-27-2012
074	6211 Florence Lane			
075	6209 Florence Lane			
076	6207 Florence Lane			
077	6205 Florence Lane			
078	6203 Florence Lane	Sandra E. McKinney		10-22-2012
079	6201 Florence Lane			
080	6202 Gentle Lane	W. Stephen Piper	X	11-13-2012
081	6204 Gentle Lane			
082	6206 Gentle Lane	Bill & Debbie Mendez	X	
083	6208 Gentle Lane			
084	6210 Gentle Lane	Sean Reilly	X	10-17-2012
085	6212 Gentle Lane			
086	6216 Gentle Lane	Mortimer C. Paulus		10-20-2012
087	6218 Gentle Lane	Jon Butterbaugh	X	
088	6222 Gentle Lane	Frank Donahoe	X	
089	6224 Gentle Lane			
090	6226 Gentle Lane			
091	6230 Gentle Lane			
092	6234 Gentle Lane	Jane M. Goldberg	X	11-15-2012
093	6238 Gentle Lane			
094	6240 Gentle Lane	Jennifer Rice		10-31-2012
095A	6242 Gentle Lane	Patricia & Arno Gahl		10-17-2012
096A	6244 Gentle Lane	Nancy Williams		11-15-2012
097	6248 Gentle Lane	Allan Price	X	11-05-2012
098	6250 Gentle Lane			
099	6252 Gentle Lane	Carla Hopke		10-20-2012
100	6254 Gentle Lane	Neil Graf	X	
101	3313 Fallen Tree Ct	Steve Danz	X	
102	3311 Fallen Tree Ct	Donna M. Clay	X	10-31-2012
103	3309 Fallen Tree Ct	Peter Lloyd	X	11-15-2012
104	3307 Fallen Tree Ct	David Watson	X	
105	3305 Fallen Tree Ct			
106	3303 Fallen Tree Ct			
107	3301 Fallen Tree Ct			
108	3300 Fallen Tree Ct	Kathryn G. Spitzer		10-20-2012
109	3302 Fallen Tree Ct	Tom McDonald	X	11-15-2012
110	3304 Fallen Tree Ct	Jerry Mann		10-22-2012
111	3306 Fallen Tree Ct	Kim Wilson		10-17-2012
112	3308 Fallen Tree Ct	Michael Tanner	X	11-15-2012
113	3310 Fallen Tree Ct	Kay L. Perkins		11-01-2012
114	3312 Fallen Tree Ct	Maria Mlynar	X	11-15-2012
115	3314 Fallen Tree Ct	Darwin Regehr	X	11-14-2012
116	3316 Fallen Tree Ct			
117	6260 Gentle Lane			
118	6215 Florence Lane			
158	3301 Gentle Court			
Quorum 1/10th Membership = 12		Total Attending and/or Voting = 57	27 Attend	48 Voting

**HUNTINGTON FOREST HOMEOWNERS ASSOCIATION
NOTICE OF ANNUAL MEMBERSHIP MEETING
THURSDAY, NOVEMBER 15, 2012 – 7:30 P.M.**

Notice is hereby given that the annual meeting of the membership of the Huntington Forest Homeowners Association will be held on **Thursday, November 15, 2012 at 7:30 pm at Cameron United Methodist Church**, located at 3130 Franconia Road, Alexandria, VA 22310. **There will be a vote of the membership on installation of new board members.**

If you have a concern regarding your ability to access the meeting, such as an inability to drive at night, please contact Jess Schrum at (202) 258-6986. The Board wants to ensure that anyone who wants to attend the meeting is not hindered due to physical limitations.

Proposed Agenda:

1. SUPERVISOR McKAY REPORT – Mike McClanahan, Chief of Staff
 2. PRESIDENT’S REPORT – Jess Schrum
 3. TREASURER’S REPORT – Kathy Spitzer
 4. LAND USE – John Schaefer
 5. COMMON AREA REPORT – Michael Tanner
 6. ACC REPORT – Arienne Reilly
 7. NOMINATION AND ELECTION OF NEW BOARD MEMBERS
 8. NEW BUSINESS
- ADJOURNMENT

Sincerely,

The Board of Directors,
Huntington Forest Homeowner’s Association

Mike McClanahan

Mike McClanahan is Chief of Staff for Lee District Supervisor Jeff McKay. Prior to joining Supervisor McKay's staff, Mike owned a company that provided management and leadership training to organizations of all types. Mike has an extensive background in media, on both the local and national levels that include radio, TV and newspapers. Mike has served as the At-Large representative to the Juvenile Court Advisory Council, on three successful bond referendum committees, VP on the county council of PTA's, and various other Boards and Commissions. Mike was a candidate for the Board of Supervisors in 2007 from the Springfield District.



UPDATE FROM SUPERVISOR

JEFFREY C. MCKAY

Huntington Forest Homeowners Association

Thursday, November 15, 2012

UPCOMING EVENTS

Lee District Open House

January 5, 2013

1-3pm

Franconia Governmental
Center

6121 Franconia Road

Alexandria, VA 22310

Dear Huntington Forest Neighbors:

I'm sorry that I cannot join you this evening but I thank you for the invitation. Please don't hesitate to contact me if you have questions about any of the updates in this newsletter.

A Fairfax County Budget Snapshot

We've struggled through four years of least-bad-case budgets. At the last Board of Supervisors Meeting, the Fairfax County Board of Supervisors approved its Carryover budget. Carryover is the process by which certain unspent funds or unencumbered funds for commitments to pay for goods or services at the end of one fiscal year are reappropriated in the next fiscal year. Thanks to careful management we finished fiscal year 2012 with \$40.6 million. We set aside a little more than \$8 million of that as a buffer against potential federal government cuts and allocated \$9 million for the Fairfax-Falls Church Community Services Board (CSB). The CSB provides services for people with mental illness, substance use disorders, intellectual, and developmental disabilities and has been struggling to meet increasing demand and lower state funding while the need for services has escalated.

In light of the uncertainty around sequestration and an economy that continues to struggle, every County agency has been directed to identify spending reduction options totaling five percent per year for FY2014 and 2015. This won't be easy, coming as it does, on top of several years of reductions.

Springfield Mall and Wegmans

Everywhere I go, I'm asked, "What's the deal with Springfield Mall?" Vornado, the Mall owner, has begun the extensive remodeling of the Mall that will take 18-24 months. All Mall tenants (aside from anchors Macy's, Target, and Penny's) vacated the Mall at the end of June. The County approved the Mall plans in record time back in 2009—now that market conditions are better, I've assembled a County team to expedite current site plans and building permits. Since the summer, Vornado has been working on inside renovations and I expect that we will see outside work begin before Christmas.

In other good news, you can make out your shopping list for Wegmans—right around the corner from Springfield Mall—at the intersection of Beulah Street and Telegraph Road. Groundbreaking took place earlier this year and the store is scheduled to open in early 2014.



Transit News

We've seen some road and transit progress. The 495 express lanes (formerly called Hot Lanes) are about to open and we're getting ready to roll out three express bus routes to Tysons Corner from Burke Center, Springfield, and the VRE station in Lorton. These buses will stop at Silver Line stations and some major offices in Tysons. The Burke route will go into service in January and the other two routes will begin service in March. Buses will run every 15 minutes during rush hour, along with two additional midday trips.

The Virginia Department of Transportation has an informative FAQ on using the Express Lanes, including who can use them without paying a toll, and many other questions. You can find the FAQ online at

<http://www.495expresslanes.com/faqs>.

Transportation Updates

Have you noticed the new signage on the Franconia-Springfield and Fairfax County Parkways? The old Route 7900 (Franconia Springfield Parkway) and 7100 (Fairfax County Parkway) are now respectively Route 286 and Route 289. The renaming came about when these roads were reclassified from secondary to primary roads. As primary roads, they can receive federal funding for paving, guard rails, and other improvements. Federal funding usually covers 80 percent of the maintenance costs of interstates and primary roads. (The remaining 20 percent is covered by the state.)

Finally, at long last, we are almost to the end of the Woodrow Wilson Bridge project with work expected to be completed by the end of 2012 with only clean up and punch list details remaining for 2013. Once all new lanes for traffic are open on Telegraph Road, signal light timing at East Drive, North Kings Highway and Huntington will be optimized according to traffic volumes.

Mulligan Road linking the Franconia-Springfield Metro Station and the Route One corridor is back on schedule after a lengthy bid protest. If the schedule holds, we'll be driving on it in early 2014.

Work is proceeding on another chokepoint with improvements to Telegraph Road from South Van Dorn Street to South Kings Highway. When completed, this county-funded project will add a turn lane from northbound Telegraph Road to South Kings Highway, a right turn lane from southbound Telegraph to South Kings Highway, two left turn lanes from South Kings Highway to southbound Telegraph, along with a sidewalk on the east side and a shared use path on the west side. This project is now in the utility relocation stage.

Stay in Touch

It is an honor and a privilege to serve you as your supervisor. Please do contact me if you have questions or concerns—my staff and I are here to help.

Sincerely,



Jeffrey C. McKay
Lee District Supervisor

Contact Us!

6121 Franconia Rd. Alexandria, VA 22310

Phone: 703-971-6262

Email: leedist@fairfaxcounty.gov

Office Hours: Mon-Fri 8:00 am—5:00 pm

Website: www.fairfaxcounty.gov/lee

Facebook: Supervisor Jeff McKay

Huntington Forest HOA

President's Report

Annual Membership Meeting

November 15, 2012

2012 Year in Review

Significant Achievements

- Recovered(ing) from loss of Jack Eyler's (and Linda's) wisdom and experience
- Avoided need of any Special or Non-indexed assessments
- Continued to benefit from rising home prices
- Crime in neighborhood decreased in frequency (if not severity)
- No claims or litigation against the Association
- Executed one of the best block parties in memory

2012 Year in Review

Significant Achievements

- Closure (at least for now) of the windowed-garage door issue
- Initiated the most comprehensive review of our Architectural Guidelines in over five years
- Began correcting improper/incomplete sidewalk repairs
- Formalized pre-sale architectural compliance surveys
- Achieved maximum community fiber-optic network readiness

2012 Year in Review

Significant Achievements

- Neighborhood became uninviting target for unlicensed solicitation
- Made our voices heard and objectives considered for Redevelopment of PennDaw
- Further stabilized our Common Area and RPA liabilities
- Further stabilized our Operating Reserve
- Simplified Treasurer's on-line purchasing
- Improved remote accessibility and Board sharing of Association finances

2012 Year in Review

Significant Achievements

- Implemented formal procedures and pricing for member access to HOA records
- Implemented a formal HOA member complaint submission and resolution process
- Survived June's DERECHO and November's SANDY
- Continuing and improving knowledge and professionalism of our boardmembers
- Improved appearance and utility of our HOA website

2012 Year in Review

Significant Challenges Ahead

- Responding to ever-increasing regulatory and administrative demands from Richmond
- Responding to ever-increasing community association litigation and court decisions
- Further examination of pros and cons of professional property management
- Improving education & building support for Architectural Guidelines revision & enforcement
- Late surfacing, undocumented architectural non-compliances

2012 Year in Review

Significant Challenges Ahead

- Improving neighborhood awareness and compliance with building permit requirements
- Improving membership connectivity, timely information exchange and awareness
- Updating and improving By-Laws, especially for achieving meeting quorum flexibility
- Begin effort to update and improve our Declaration of Covenants
- Making our voices heard again – beginning with Fast Eddie's in Mount Vernon District

2012 Year in Review

Significant Challenges Ahead

- Making community's roads and sidewalks safer from speeding and reckless driving
- Pursuing neighborhood traffic calming
- Improving neighborhood power reliability
- Improving effectiveness of neighborhood snow-removal efforts
- Fireworks near any forest are bad – please keep illegal ones out of Huntington Forest
- Addressing pet nuisances, control and waste

2012 Year in Review

Significant Challenges Ahead

- Re-examination of home resale disclosure packet fees
- Further improved utility of our HOA website without inviting privacy or policing problems
- Optimizing our operating reserve investing and tax strategies
- Convincing more neighbors of the benefits of committee and board membership
- Managing with reduced reliance upon Deb Halla's wisdom and experience

Huntington Forest Homeowners Association

2013 Operating Budget

as of November 11, 2012

Income:

HOA Fees 119 homeowners x \$97.00	\$11,543
Disclosure Packets 2 x \$100.00 est.	\$200
Interest Income	<u>\$12</u>
Total Income	\$11,755

Expenses:

Annual Block Party	\$600
Annual Meeting	\$500
Common Area Maintenance	\$2,000
Insurance (Liability-General & Director)	\$2,100
Insurance (Umbrella Liability & Common Area)	\$1,100
Legal Council	\$4,000
CPA Federal Tax Consultant	\$300
Post Office Box Rental	\$160
Website (Paid thru 8/2013) \$65/Quickbooks \$145	\$210
Postage, Copies, Dues Statement, & Office Supplies	\$200
Burke & Herbert Bank Fee (Credit Card)	\$120
Virginia State Corporation Commission	\$100
Virginia Corporate Registration	\$25
Lee District Assn. of Community Organization Dues	\$10
Common Interest Community Assoc. Taxes	<u>\$40</u>
Total Expenses	\$11,465

<u>To Reserve</u>	\$290
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Net	\$0
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Huntington Forest Homeowners Association

Profit & Loss

January through October 2012

	<u>Jan - Oct 12</u>
Ordinary Income/Expense	
Income	
Disclosure Packets	450.00
HOA Dues Income	11,234.00
	<hr/>
Total Income	11,684.00
Expense	
Annual Meeting	127.46
Block Party	495.23
Common Area Maintenance	1,650.00
Dues and Subscriptions	20.00
Fees Architectual Design	1,530.75
Fees Legal (Rees & Broome)	4,259.50
Fees Service Credit Card	30.00
Insurance Expense	
General Liability Insurance	1,194.00
Professional/Director Liability	1,134.00
Umbrella Liability	907.00
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Total Insurance Expense	3,235.00
Office Supplies	180.78
VA HOA/DPOR Fee	90.00
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Total Expense	11,618.72
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Net Ordinary Income	65.28
Other Income/Expense	
Other Income	
Interest Income	10.30
Late Fees	80.45
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Total Other Income	90.75
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Net Other Income	90.75
	<hr/>
Net Income	<u><u>156.03</u></u>

Huntington Forest Homeowners Association
Balance Sheet
As of October 31, 2012

	<u>Oct 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Burke & Herbert checking	
Credit Card Petty Cash Account	163.30
Burke & Herbert checking - Other	<u>24,661.51</u>
Total Burke & Herbert checking	<u>24,824.81</u>
Total Checking/Savings	<u>24,824.81</u>
Total Current Assets	<u>24,824.81</u>
TOTAL ASSETS	<u><u>24,824.81</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	13,490.87
Retained Earnings	11,177.91
Net Income	<u>156.03</u>
Total Equity	<u>24,824.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>24,824.81</u></u>

Lee District Land Use Committee

- John Schaefer

- Penn Daw Redevelopment
- Costco
- Wegman's
- Springfield Mall
- Burgundy Farm Country Day School
- INOVA
- Telegraph Road

**HOMEOWNER PROXY
HUNTINGTON FOREST HOMEOWNERS ASSOCIATION, INC.
NOVEMBER 15, 2012
ANNUAL MEMBERSHIP MEETING**

A QUORUM IS REQUIRED TO CONDUCT OFFICIAL BUSINESS. IF YOU ATTEND THE MEETING, YOU MAY CAST YOUR VOTE AT THE MEETING. IF YOU DO NOT PLAN TO ATTEND, RETURN THIS PROXY FORM TO – PO BOX 10099 ALEXANDRIA, VA 22310 – **POSTMARKED BY NOVEMBER 12, 2012.**

This proxy is solicited by the Huntington Forest Homeowners Association (HFHOA) Inc. Board of Directors. The shares represented by all properly executed proxies received in time for the meeting will be voted in accordance with the directions given in the proxies. Each Homeowner (as defined in Section 4.4.1 of the HFHOA By-Laws to constitute the record owner, whether one or more persons or entities) is entitled to only one vote and therefore each family should submit only one proxy.

I, a Homeowner of Huntington Forest Homeowners Association, Inc. (HFHOA), hereby appoint_____ (if I leave this space blank, I intend Doreen McKnight, will exercise my proxy to vote my ownership at the Annual Membership Meeting of the HFHOA, to be held on November 15, 2012 at Cameron United Methodist Church), in accordance with the following instructions. I wish my proxy to vote for the following nominees to the Board of Directors (**please vote for three individuals**):

___ Donna Clay

___ Agnes D' Alessandro (running for re-election)

___ Kerry McCabe (running for re-election)

___ the following write-in candidate(s)_____

Please note:

1. Ballots with MORE THAN 3 candidates selected are not valid and will not be accepted.
2. Multiple voting is not allowed – each candidate can receive only one vote from each voter.
3. Homeowners who have not paid their annual dues are not eligible to vote.

Homeowner's Signature:_____

Homeowner's Street Address:_____

Date of Signing:_____

**HFHOA Annual Meeting
Secret Ballot Instructions**

If you would prefer to vote by secret ballot, please read the following instructions –

1. Do not include your address or signature on the enclosed proxy
2. Place your proxy in an unmarked envelope
3. Place the unmarked envelope inside an outer envelope marked with your name and address
4. Submit to HFHOA by enclosed postmark dates.

If you prefer NOT to vote by secret ballot, please complete the enclosed proxy and mail it back by the specified postmark date – you do not need to use a double envelope.

Questions – contact Debbie Halla at (703) 317-3358 or debbiealbert@hotmail.com