

RESERVE AT JAMISON'S FARM  
REGULAR MEETING MINUTES  
July 12, 2023

**Board Members Present:**

Erin Seymour	President
Beth Griese	Vice President
Carie Hammond	Secretary/Treasurer
Nathan Clawson	Board Member
Steve Whetzel, II	Board Member

**Others Present:**

Cathi Stanley                      Community Association Manager, Austin Realty Management & Investments, Inc.

**Meeting Location:** Zoom Call, Instructions to contact ARMI for link is Posted to Jamison HOA site:  
<https://www.armi-hoa.com/reserve-at-jamisons-farm-homeowners-association>

**I. Call to Order**

Ms. Griese called the regular meeting to order at 7:02pm, EST noting a quorum of Board members in attendance. Ms. Seymour arrived after the call to order.

**II. Approval of Meeting Minutes**

A motion was made to approve the May 18, 2023 Meeting Minutes but an amendment was requested by Mr. Clawson to add additional information about the open vs blind bidding process that was discussed. All agree the bullet point will be added and the minutes reviewed again at the next meeting for final approval.

**III. Financial Review**

Ms. Hammond presented a Budget and Spending Trends slide deck outlining the past, current, and anticipated future spending for the HOA. It noted that since recorded documentation (back to 2013), the Jamison Farm HOA assessment amount of \$1140 (\$285/quarter) per household had not changed. The presentation indicated that unless the HOA either raised assessments or renegotiated contracts (or both), given the current contractual obligations of community services, the HOA would be insolvent by 2025. This matches the analysis found in the Mason & Mason Reserve Study done in 2022 and coincides with their recommendation to raise assessments .

- The stormwater area abatements only exacerbate the issue, but the problem would exist without the stormwater spending, which is pulling from reserve funding at this time.

- Both Mr. Clawson and Mr. Whetzel provided some background information that many of the current contracts had already been negotiated down in previous years. There was concern that there was not much if any room to negotiate those down even more.
- A discussion about the amount of increase assessments included a review of slide 14 that outlined possible options and what rate would be required to fully fund the existing and future expected community costs as well as try to replenish the community reserves.
- A discussion about comparing Jamison Farm to other similar nearby communities highlighted how our large physical area but smaller number of homes means there are fewer homes to share the assessment burden, even if certain costs like trash pickup and landscaping are often similar.
- The board all agreed that the assessments needed to be raised, but that good communication with the community about what the increase was paying for and why was necessary. A request to ensure information about the assessments raise would be added in each quarterly newsletter.
- Mr. Clawson inquired about special assessments. Ms. Stanley indicated that per the ccr's, it would require 2/3<sup>rd</sup> approval from the homeowners. Conversation noted that was also discussed as a possibility at the Annual Meeting in February 2023 and did not seem popular with those in attendance.
- A discussion was held regarding if the board also wanted to potentially vote on an automated yearly increase, but after discussion it was decided that an annual review and examination of the current and projected financials should be done prior to any further increases at this time.
- Ms. Hammond requested information from Ms. Stanley on the amount of money Fauquier County Parks and Rec was contributing to the upkeep of the trail system. Ms. Stanley indicated that amount was around \$2700 annually (this amount was corrected via follow-up email with Ms. Stanley by Ms. Hammond).

A motion to increase the Jamison Farm yearly assessments from \$1140 (\$285/quarter) to \$1540 (\$385/quarter) was made and seconded. The board voted 4-1 to raise the annual assessment to \$1540 annually starting in January of 2024.

#### **IV. Homeowner's Forum**

No homeowners were in attendance.

#### **V. Old Business**

- Ratification of actions agreed to by unanimous vote but without a meeting
  - Seprical Electric for installation of meter box at pond for pond fountain project
    - Ms. Hammond motioned to approve and Ms. Griese seconded and it passed unanimously
  - Ron Battaglia for Stormwater Management consulting to add 15 additional consented hours
    - Ms. Griese motioned to approve and Mr. Whetzel seconded and it passed unanimously

- Spring Inspection
  - Ms. Stanley reviewed the spring inspection compliance log with the board
  - Mr. Clawson mentioned the unkept area on the corner of Mill Valley Drive and Eiseley Court. There had been confusion in the past on if that area was part of the monuments that had landscape easements for the HOA to maintain or if it was the responsibility of the property owner. Ms. Stanley indicated she would try to review past meeting minutes and/or find the plats that show the intent from the builder.
- Stormwater Remediation
  - Ms. Griese and Ms. Hammond gave an update on the stormwater best management practice areas (BMPs) within the community and brought forth the information about bringing them back into compliance and timelines as outlined by Mr. Battaglia, the stormwater consultant. The Fauquier County Department of Community Development is requiring the community to bring the BMPs into compliance and maintain a yearly maintenance plan that is followed by yearly inspections going forward.
    - The board asked which entity had authority to fine the community if the BMPs failed to come into compliance. Ms. Hammond will take that question back to Mr. Battaglia.
- Pond Fountain and Aeration
  - Ms. Hammond, who took over this project as project manager, gave an update on progress. The electrical meter box needs to be installed before either Dominion Energy or VA Waters can complete their tasking. Seprical is starting the permitting process with the county to get that work started.

## **VI. New Business**

- Create Stormwater Committee
  - As the stormwater area restoration requires a lot of back and forth over both phone and email, it was agreed that Ms. Griese and Ms. Hammond would form a committee to handle the day-to-day communications on this project, bringing back information to the board when milestones are met or decisions need to be made.
- ARMI Transition
  - Ms. Stanley announced that ARMI had been purchased by another company, Fyve recently. Nothing about the existing contract is changing with the exception that Mr. Austin would no longer be the day-to-day manager but a new Regional Director, Tara Armstrong, would be taking over.
  - Ms. Stanley offered that Ms. Armstrong would be available to meet with the board if desired
- Ad Hoc
  - Mr. Whetzel expressed concern that some community maintenance and repairs may be needed soon, and cited the community-owned fencing that was fading and in need of repair and painting
    - A discussion about costs and timing determined that all agreed the maintenance needed to be done but would likely need to be done in

phases due to stormwater remediation costs competing with the budgeting.

- The board discussed looking at the fence maintenance items in 3 parts: Monuments fences, Rt. 29 fences, and Baldwin St fences. Ms. Stanley was asked to obtain bids for all the work and also bids for a phased approach so the board could make informed decisions on spend.

**VII. Executive Session**

- No Executive Session called.

**VIII. Meeting Adjourned**

- A motion to adjourn the meeting at 8:51pm was made and seconded and unanimously approved.