



A Condominium

6402 ARLINGTON BOULEVARD, SUITE 700
FALLS CHURCH, VIRGINIA 22042
(703) 532-5005

July 6, 2021

Dear Water's Edge Homeowner:

Our Annual Meeting will be held at **6:30 PM on Thursday, July 22, 2021** at the **Water's Edge Tennis Courts located onsite at the property, Falls Church, VA.** As the Annual Meeting is being held outside at the tennis courts, the rain date will be one week later on July 29, 2021.

It is important that you attend the Annual Meeting so you can help influence the governance of our community. By attending the Annual Meeting, you support the Association's operations and are informed of current issues, business practices, and policies of your community.

Proxy Forms: However, if you cannot attend the meeting, please complete the proxy form, enclosure (1) and return it to:

KPA Management, Inc.
6402 Arlington Blvd, Suite 700
Falls Church, VA 22042-2336
703 532 5005 FAX: 703 532 5098
Attn: Tracey Wyatt

By completing the proxy, you help in two ways. First, the proxy will be used to help ensure a quorum is present so that we can conduct business. Second, the person holding your proxy can cast your vote for new Board members and other issues, thus ensuring that you have participated in the governing process.

Election of Board of Directors: This year all 5 Board members will be elected to the Board of Directors. Three members will serve two-year terms and two members will serve one-year terms. This is a result of the State of Emergency that was in place in 2020 that made holding the annual meeting last year impossible. Being on the Board gives you an opportunity to give back to your community. A community Board is not unlike a corporate Board as it is responsible for budgeting, managing the community, planning improvement projects, and representing the Association in community matters. The job takes some time, dedication, concern for the community, and a willingness to do what is right for the good of all of us. It affords you the opportunity to learn about the "behind the scene" workings of your Association that makes Water's Edge such a great

community. To date the following members have submitted their candidate forms to serve on the Board of Directors:

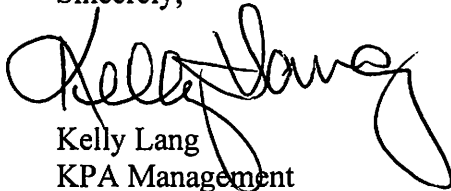
- Tony Stewart
- Matt Salzer
- Pam McIntosh
- Scott Gordon
- Dan Grimes

Meeting Agenda: At the meeting we will cover the following key issues:

1. The state of the community including completed and planned improvement projects.
2. A financial report of the community's 2021 operating expenses, reserve position, and planned expenditures from reserves.
3. Approval of the 2019 Annual Meeting minutes (no meeting held in 2020).
4. Election of five (5) unit owners to the Board of Directors.

As you can see, as a homeowner at Water's Edge, you will receive important information and have an opportunity for valuable input. The Board and management company look forward to seeing you at the Annual Meeting on **Thursday, July 22, 2021, at 6:30 PM.**

Sincerely,



Kelly Lang
KPA Management

Enclosed:

- (1) Proxy Form
- (2) Agenda 2021
- (3) Draft 2019 Annual Minutes

WATER'S EDGE, A CONDOMINIUM, UNIT OWNERS' ASSOCIATION
2021 ANNUAL MEETING
JULY 22, 2021
AT
WATER'S EDGE CONDOMINIUM TENNIS COURTS
FALLS CHURCH, VA 22041

AGENDA

- I. REGISTRATION 6:15 PM – 6:30 PM
- II. VERIFY QUORUM
- III. CALL TO ORDER – 6:30 PM, promptly
 - A. Proof of Notice of Meeting
 - B. Approval of Minutes of 2019 Annual Meeting
- IV. BOARD OF DIRECTORS REPORTS
- V. ELECTION OF DIRECTORS FOR OPEN SEATS ON BOARD (5)
 - A. Nomination of Candidates
 - B. Introduction of Candidates
 - C. Appointment of Inspectors of Election* (*2 volunteers who will oversee the vote tally and ensure process is accurate)
 - D. Election
- VI. NEW BUSINESS / COMMUNITY FORUM
- VII. ELECTION RESULTS
- VIII. ADJOURNMENT

WATER'S EDGE, A CONDOMINIUM PROXY

I/We _____, being the owner(s) of the condominium unit located at _____ Lakeside View Drive, Falls Church Virginia do hereby authorize and appoint _____ to be my/our proxy to represent me/us at the Annual Meeting of the Water's Edge, A Condominium Unit Owners' Association to be held on July 22, 2021 at the Water's Edge Condominium Tennis Courts, Falls Church, Virginia at 6:30 p.m. or in the event that quorum shall fail to attend, at such time and place as the adjourned meeting shall be resumed. This proxy shall remain in full force and effect until such time as it shall be revoked by me/us in writing.

Please check one box only

- To vote on my/our behalf on the issues submitted to vote at this meeting or
- This proxy only will count for quorum purposes and will not vote on any issues that may come before the Board.

OWNER(S)

Signature

Date

Signature

Date

Witness Signature

Date

Witness Address

An uninstructed proxy allows the holder of the proxy to vote in place of the unit owner on all matters that come before the meeting.

Please return this proxy no later than July 21 at 5pm to:

KPA Management, Inc.
6402 Arlington Blvd. #700
Falls Church, VA 22042
Fax (703) 532-5098

ANNUAL MEETING
Glen Forest Elementary School, 5829 Glen Forest Drive
Water's Edge (WE) Condominium
Tuesday, May 7, 2019

Board Members (In Attendance)

Trish Houston	President
Ursula Wohlfahrt	Vice President
Pat Sandlin	Treasurer
Candice Grams	Secretary
Chris Gren	Member-At-Large

Management (In Attendance)

Kelly Lang	Property Manager, KPA Management
Rachel Blackwell	Recording Secretary

Meeting Called to Order

President, T. Houston called the meeting to order at 6:47 p.m.

Proof of Notice

Kelly Lang from KPA Management provided proof of notice of the Annual meeting.

Verification of Quorum

Verification that quorum for the annual meeting was met with 51 owners present in person or via proxy.

Approval of the 2018 Annual Meeting Minutes

A **motion** was made by Robin Gold., seconded by Marie Batiste to waive the reading of the 2018 annual meeting minutes. The motion carried unanimously.

A **motion** was made by Robin Gold, seconded by Marie Batiste to approve the 2018 annual meeting minutes. The motion carried unanimously.

Approval of Special Meeting Minutes

A **motion** was made by Robin Gold., seconded by Marie Batiste to waive the reading of the February 13, 2019 and March 7, 2019 special meeting minutes. The motion carried unanimously.

A **motion** was made by Robin Gold, seconded by Marie Batiste to approve the February 13, 2019 and March 7, 2019 special meeting minutes meeting minutes. The motion carried unanimously.

President's Report

- The first group of test decks is completed.
- Chimney cleaning is due to be done this year, a letter will be sent to residents regarding the coordination of this project.
- Termite bait stations were reinstalled this year.
- The refurbishing of the pool house is almost complete, new counters, recessed lighting and fixtures have been installed.
- In the pool area the roof on the tiki bar has been replaced, 3 tables were replaced and bar stools have been donated by a homeowner.
- A gum ball tree has been removed. The Association plans to eventually remove all of the gum ball trees and replace them with another species of tree.
- A bike rack has been installed and is available for owners to use, owners will need to provide their own locks and covers.
- Building signs are being replaced as needed due to fading of the numbers.

Treasurer's Report

P. Sandlin reported that the water and sewer budget is currently over by \$7,000. There is excessive water usage in Buildings 1 and 8. Management will contact Fairfax County to have the meters checked. If there is a leaking faucet or toilet in your unit please have it repaired.

Deck Project

Kelly Lang, KPA Management, discussed the status of the deck replacement project. Demolition of Phase 1 is scheduled to begin on May 20th, two buildings will be demoed at a time. Pods will be placed on-site for residents to place their deck furniture in.

Election of Directors

The Board of Directors had three open positions and four candidates seeking election; Patricia Houston, Candace Grams, Tony Stewart and Pamela McIntosh.

Two inspectors of election were appointed to tally the votes, Robin Gold and Roberta Okey.

Elected to the Board are Patricia Houston, Candace Grams and Tony Stewart.

Homeowner Forum

- Gutter cleaning should be done next week, Management has asked Maple Leaf to prioritize Waters Edge.
- A huge thank you to Ursula Wohlfahrt for all her hard work on the Board.

Adjournment

With no further business to discuss, Pat Sandlin motioned, Candice Grams seconded to adjourn the Annual meeting at 8:09 p.m. The motion carried unanimously.