

WHOA Board Meeting
Thursday, August 11, 2016
6:32pm-8:40pm
Richard Byrd Library

Present: Ken Klimpl, President; Aaron Pagnotti, Vice President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Sarah Mishan, Member at large; Sam Morrison, GHA management.

Meeting called to order at 6:32pm. There were three homeowners present.

Andy moved to approve July minutes as amended; Sarah seconded. Aaron abstained. Minutes approved as amended.

Homeowners Forum (no comments)

President

We now have 110 signed/notarized amendment documents (required number is 98). The original 1988 Declaration of Covenants, Conditions and Restrictions is therefore amended. Attorneys will take the necessary steps to ensure the amendments are properly filed. The next step is to draft resolutions to be presented to the owners for review (30 days) before implementation. Initial resolutions will address parking, collections and due process.

Treasurer

Audit Report: Questions were asked and answered. There is no explanation for why all the minutes from 2015 were not reviewed (April through August omitted). Andy motioned to approve the audit report; Aaron seconded. All approved. Ken signed the representation letter. There were no material findings, no indications of collusion between the Board and Management Company.

Federal/VA Income Tax Returns: Andy motioned to approve/file the federal and VA income tax returns; Sarah seconded. All approved. Ken signed the returns. The federal return will be mailed to the IRS and the VA return will be electronically filed. No taxes due.

Nationwide Insurance: Why do we carry workers compensation coverage when all vendors are required to have it? It's strongly recommended by VA and the management company. It covers the Association in the rare instance that a vendor does not have coverage or the coverage has lapsed, during the architectural inspections and during the neighborhood trash pick-up.

Architectural Committee

Roof replacement approved at 6507 Hubbardton Way.

Request submitted but approval not required for siding replacement (exact match).

In April the Board approved the removal of a tree at 6512 Milva Lane because the root system is damaging the driveway and has the potential to damage the house foundation. At the time the tree was thought to belong to the Association, in fact the tree belongs to the homeowner.

Aaron will research available options for deck/fence color and materials. Sarah volunteered to assist as needed. They will also survey the community to ascertain the existing colors. Changes

will allow homeowners to properly maintain, preserve and/or extend the useful life of their decks/fences while taking advantage of the new products currently available on the market.

Architectural changes to the exterior of units must be submitted to ensure the change is duly noted in the property record. Changes that comply with requirements will be automatically approved but still need to be noted in the property record.

Management Report

Sam provided previously drafted parking and collections resolutions for the Board to review and discuss/approve at the September meeting.

Dominion Paving and Sealing completed the asphalt work today as scheduled (Phase 1, eastern half of Westhaven). Stamped concrete replaced by asphalt to conserve funds and increase useful life. The crew will have to return to complete their final cleanup.

ATS Services, LLC will complete yellow curb painting throughout Westhaven (and 2 speed bumps) shortly. Proposal for \$6,042.96 approved May 2016. (Painting of 5 speed bumps included with Dominion Paving and Sealing proposal for milling/paving eastern half of Westhaven.)

Fence Repair:

- Judy motioned to accept the \$1,654 Long Fence proposal dated July 28, 2016 to repair the damaged fence along Old Keene Mill Road (damage caused by the vehicle accident on July 8th); Andy seconded. All approved. Repair to begin as soon as possible. Reimbursement has been solicited from the vehicle owner's insurance provider.
- Ken motioned to allow Long Fence to make other needed fence repairs along Old Keene Mill Road not to exceed \$1,000; Andy seconded. All approved.

Criminal Activity: In recent weeks multiple homeowners have complained of vehicle break-ins and stolen packages. Ensure you lock your vehicle doors and don't leave valuables visible. Please file a police report whenever these incidents occur. Increased reporting will prompt police to patrol our community more regularly. Ken will check the Nextdoor Neighbor web site to identify and invite the community policing advocate to a future meeting to share info about what homeowners can do to deter criminal activity.

French drain installation completed (approximately 153 feet long, near the tot lot behind 6528 Milva Lane and running to the existing storm sewer near 6518 Milva Lane).

Professional Grounds, Inc., has trimmed the overgrown foliage so now the concrete benches in park area can be pressure washed.

All architectural inspections reports have been issued. Units without violations have been notified.

Executive Session: 7:43 – 8:37pm

Meeting adjourned at 8:40pm. Next meeting will be September 8, 2016 from 6:30-8:30pm at Richard Byrd Library.