

WHOA Board Meeting
Thursday, March 10, 2016
6:30pm-7:25pm
John Marshall Library

Present: Ken Klimpl, President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Sarah Mishan, Member at large; Brian Heisler, GHA management.

Absent: Aaron Pagnotti, Vice President.

Meeting called to order at 6:30pm. There were two homeowners present.

Sarah moved to approve February minutes as amended; Andy seconded. Minutes approved as amended.

President

The snow removal expense totaled \$22,908.14; including the reduction for snow removal crew removing snow for homeowners.

1988 Declarations and Covenants Revision: To date 57 homeowners have returned the signed/notarized amendment documents. Sam provided a list identifying 52 absentee homeowners (rental units) via e-mail; 8 of the 52 absentee homeowners have already signed the amendment documents. Ken edited the two letters drafted by the attorney and proposed a similar letter targeting absentee homeowners. After extended discussion, Brian agreed to edit the attorney's letter and the Board cover letter to include clarifying information and examples of consequences of not approving the amendment. The absentee homeowner letter will explain that the value of their rental will be adversely affected if the amendment is not approved, specifically because there will be only one assigned parking space per non-garage unit and visitor parking will not be designated. Brian agreed to draft this letter as well. The attorney's work has been less than satisfactory; likely we will terminate this relationship soon.

Vice President (nothing significant to report)

Treasurer

Judy moved to transfer the proceeds (\$30,673.66) from the CD maturing on April 8, 2016 to the MMKT Smartstreet account to ensure we have adequate funds to cover paving the second half of the community this summer. Andy seconded. Motion approved.

Andy has unsuccessfully attempted to contact Dominion Power (via the customer service phone number) to specifically identify the community lights that belong to Westhaven and ensure we are being billed accurately. He drafted a formal letter to request assistance. Brian will send the letter directly to his Dominion Power point of contact in hopes of getting a response on this issue.

Homeowner delinquency discussion: "Reminder Notice" is the first notice issued for late payment. "Demand Notice" is the second notice issued. To ensure continued visibility of delinquencies the Board decided not to routinely write-off the smaller amounts (less than \$50). Write-offs are approved periodically.

Late payment of Doody Calls invoice was likely due to the learning curve of GHA transitioning to a new accounting system. It seems to be on track now.

Member-at-Large

Wasps are nesting in multiple areas and need to be safely removed before the nests are firmly established. Brian will contact a pest management company.

Snow storm prevented trash removal. American Disposal contract does not include alternative collection due to inclement weather; collection is next scheduled day.

Management Report

Professional Grounds, Inc. was asked to remove the pre-positioned ice melt supplies and containers from the Westhaven parking area. Brian confirmed all should be removed by Friday, March 11th.

Asphalt Repair: Research continues to determine who owns the stretch of pavement between Old Keene Mill Road and Westhaven stamped concrete. Sam will review the bus stop easement documents to see if it specifically identifies who owns that segment. Sarah has attempted to speak with the 7-Eleven manager about sharing the cost of that portion but their work schedules conflict. Sam will solicit proposals for the stamped concrete at the main entrance (consider reducing the square footage). Sam will get a bid from Dominion Paving for the second half of the community (the cost will increase since oil prices are rising again).

Homeowners Forum

Homeowner inquiry: I received mail that does not belong to me, how can I get it to the correct person?

Response: Contact Millie and ask for the address of the individual. Brian will tell her to expect the call.

Homeowner inquiry: Am I allowed to put a camera outside my house? Dog owner is not picking up after their pet, I want to be able to identify the owner and report him/her to Fairfax County.

Response: Any and all modifications to the exterior of your unit must be approved by the Architectural Committee.

Spring Community Cleanup: Saturday, May 7, 9 – 11am (rain date May 14).

Executive Session: Not required.

Meeting adjourned at 7:25pm. Next meeting will be April 14, 2016 from 6:30-8:30pm at John Marshall Library.