

WHOA Board Meeting
Thursday, October 10, 2013
6:30pm-8:23pm
Richard Byrd Library

Present: Eric Woller, President; Ken Klimpl, Vice President; Judy Perry, Secretary; Aaron Pagnotti, Treasurer; Russ Carl, Member at Large; Sam Morrison, GHA management.

Meeting called to order at 6:30pm. 4 homeowners present.

Annual meeting is scheduled for Thursday, December 12, 2013, 6:30-8:30pm at John Marshall Library (6209 Rose Hill Drive, Alexandria). Meeting rooms are not available at Richard Byrd Library.

Homeowners Forum (6:30-7:25pm)

Homeowner inquired about due date for responses to Architectural inspection citations (30 days); he could not comply until tree trimming was completed (September). Sam estimated about 40 homes must be re-inspected due to homeowners disputing improper citations. The inspection process will be different next cycle—inspections will not be done all at once, homeowners will have all summer and fall to make corrections, expect overall process to be smoother.

Architectural guidelines are published in Section 7 of the Community Handbook (<http://westhaven-whoa.org/>). Board agreed that guidelines need to be updated.

Ken motioned to accept September minutes as amended; Aaron seconded.

President's Report

Curb re-painting has been completed and looks so much better. The Fire Marshall has inspected/approved.

Valley Crest completed requested tree trimming in September. Homeowners have submitted several additional requests. Sam will solicit a proposal for a second round of tree trimming to be completed in November. Russ asked to have 6500 Serenade Place included (request from July 8, 2013). Homeowner Inquiry: Is trimming included in monthly grounds maintenance? Reply: No, it is not. It is an additional expense.

Vice President's Report

Initiate form letter to allow Fairfax County Police to come into Westhaven Community for non-emergency enforcement. Sam will get the appropriate form for completion.

Treasurer

Additional CD approved for purchase in September has been purchased; 30 Month maturity.

Architectural Control Committee

Committee received two modification requests for 7346 Westmore Drive.

- Trim trees in back yard. Approval not required. (Approved)
- Install motion sensor controlled flood lights on three sides of end unit. Recommend denial because lights will shine directly in bedroom windows of 7344 (homeowner objects). Russ motions to deny modification request; Ken seconded. Eric, Aaron, Judy, Russ voted YEA, Ken voted NAY.

Based on research provided by homeowner (and verified) Russ provided clarification regarding open flame grills on decks. Effective January 11, 2012 the Fairfax County Fire Code disallowed open flame grills (gas and charcoal) on decks, with an exception for townhomes: grill is allowed to be on the deck but as far away as possible from the structure and centered.

Management Report

Asphalt repair/sealing work has been tabled until spring 2014. TD&D is no longer performing this type of work. Sam will solicit other proposals.

2012 audit has been completed. The Representation Letter must be signed by the board (Eric or Aaron) and Sam in order for the final audit to be released.

2014 budget will be discussed in Executive Session.

Round one of tree trimming completed in September.

Snow removal contract established with Valley Crest. Valley Crest will automatically plow if snowfall is more than three inches. Sam and/or Eric will call if removal is required for less than three inches accumulation. Streets and sidewalks will be cleared.

Wren Drive cleanup tabled awaiting additional research. "No cut" zone in question. Sam will check with Fairfax County as to what can be done.

Two policy resolutions for review (in Executive Session):

- Copying costs
- Complaint process

Old Business

6600 Ridgeway Drive: Edward Meador's February 20, 2013 request for easement is under legal review.

6515 Castine Lane: Rut in common area causing drainage directly into back yard. Sam will ask Valley Crest to address.

Erosion abatement between 7511 and 7513 Westmore Drive and 6528 Milva Lane still needs to be addressed.

Aaron motioned to allow Valley Crest to proceed with fall planting as specified in original contract not to exceed \$1200 (less than 400 plants); Russ seconded. Unanimous vote.

Executive Session (7:25-8:11pm)

Aaron motioned to approve the 2012 draft audit and sign the Representation Letter; Eric seconded. Unanimous vote.

Ken motioned to accept the 2014 budget with 5% dues increase; Eric seconded. Eric, Ken, Judy, Russ voted YEA, Aaron voted NAY to 5% increase. (5% increase will continue to build up replacement reserve account to ensure adequate funding for future requirements, i.e., roads, tuck pointing.)

Judy motioned to approve Policy Resolution 2013-1 Cost Schedule for Providing Copies of Books and Records; Ken seconded. Unanimous vote. Sam will complete Exhibit A for distribution to homeowners.

Ken motioned to approve Policy Resolution 2013-2 Association Complaint Procedures; Russ seconded. Unanimous vote.

Meeting adjourned at 8:23pm. Next meeting will be November 14, 2013 from 6:30-8:30pm at the Richard Byrd Library.