

**WHOA Board Meeting**  
**Thursday, January 12, 2017**  
**6:31pm-8:16pm**  
**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; Carrie Wakefield, GHA management.

Meeting called to order at 6:31pm. There was one homeowners present.

**Parking Resolution:**

Ken provided the Westhaven community parking description for the benefit of the Dominion Towing representative (Ken Allen). Extensive discussion of parking enforcement options ensued with Mr. Allen outlining the available towing services and options employed in other communities, including visitor hangtags, reserved spaces, etc. Dominion Towing is fully licensed and governed by Fairfax County. Towing will be performed predominantly during the overnight hours from Visitor Spaces. Towing from yellow curb areas can be done at any time as this is a violation of Fairfax County law. Towing from Reserved Spaces/driveways will be done at the request of owners/renters (in accordance with our recently amended documents). Mr. Allen answered multiple clarifying questions. The formal contract will outline specific towing details, if/when initiated.

The Board approved the following:

- All vehicles domiciled within Westhaven must be registered (2 opposed).
- Vehicle decals will not be required.
- Visitor hangtags will authorize parking in visitor spaces for 3 consecutive nights in a 7 night period.
- Green Permits will be issued annually in June (effective July 1<sup>st</sup>) regardless of when the permit was initially issued. New decals will be issued each year. Green Permits will be issued upon proof of 3 (or more) vehicles registered to the Westhaven address. (The number of registered vehicles depends on the number of available parking spaces at the unit.)

Andy moved to approve November and December 2016 minutes as written; Sarah seconded. Minutes approved as written.

**Homeowners Forum**

Homeowner inquiry: How has Dominion Towing performed in other communities? What is their reputation?

Response: GatesHudson has experience with multiple towing companies, Dominion has a good reputation and their plan works effectively in other communities.

Homeowner inquiry: Will the parking resolution make it clear that homeowners must be in good standing, i.e., not delinquent on quarterly assessment in order to get a visitor hangtag and a Green Permit?

Response: Yes, the resolution will specifically address this issue.

**President**

Professional Grounds, Inc. was called out to sand and salt the roads due to ice.

**Vice President** (no comments)

**Treasurer**

GatesHudson provided the Professional Grounds, Inc. invoice that was inadvertently omitted from the Management Report.

With the next CD maturing on February 22<sup>nd</sup> GatesHudson will provide an updated list of currently available CD rates so the Board can make a decision at the next meeting.

**Architectural Committee**

One re-sale inspection completed: 6510 Westmore Court. Discrepancies identified.

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 introduced Carrie Wakefield who will replace him as the GatesHudson property manager for Westhaven. Carrie is experienced, energetic and has lots of ideas. Sam will be assuming additional duties within GatesHudson and will retire later in 2017. Millie Cummings will continue to provide administrative support. Sam outlined the following priorities:

- Contact USPS about replacing the mail boxes that are rusting. One of the boxes on Hubbardton Way has rusted through, is now leaning precariously and presenting a safety hazard.
- Repair/tuck pointing of the brick wall surrounding Westhaven.
- Renegotiating the trash/recycling contract (American Disposal expires in 2017 and requires 90 days advance notice or it will renew for another 5 years).
- Repair/replacement of the wooden fence throughout the community.
- Repairs to concrete gutters in the newly paved areas to prevent puddling. This work must be performed in the spring.

**Executive Session:** 8:06 – 8:11pm.

The Board thanked Sam for his support and wished him well in the future.

Meeting adjourned at 8:16pm. Next meeting will be February 9, 2017 from 6:30-8:30pm at Richard Byrd Library.