

WHOA Board Meeting
Thursday, July 13, 2017
6:30pm-8:00pm
Richard Byrd Library

Present: Ken Klimpl, President; Andy Izaguirre, Treasurer; Judy Perry, Secretary; Sarah Mishan, Member at large; Carrie Wakefield, GatesHudson Community Management.

Absent: Aaron Pagnotti, Vice President

Meeting called to order at 6:33pm. There were 4 homeowners present.

Homeowners Forum

Homeowner inquiry: Around 2am Dominion Towing towed homeowner's green permitted vehicle from a visitor space. All green spaces were occupied when the homeowner arrived around 10pm. There was no visitor hangtag displayed in the vehicle. The vehicle was towed even after the homeowner explained the situation to the tow truck driver. Cost \$160.

Response: The Board has provided Dominion Towing with specific instructions for three parking situations in order to better manage parking within the community. Dominion has the authority to tow from 1) yellow fire lanes anytime in accordance with county ordinance; 2) designated visitor spaces between 11pm and 7am (no visitor hangtag displayed); and 3) designated green spaces (no green permit displayed). The tow truck driver is not the decision maker, he/she is following the provided guidance. Homeowners are advised to call Dominion Towing (703.339.2400) when a non-permitted vehicle is parked in a green space.

Homeowner Comment: Each unit having a single visitor hangtag is inconvenient but it is the reasonable option for parking enforcement.

Homeowner inquiry: Future suggestion for correction of annual inspection violations, group violations together to make it more cost effective for homeowners to hire someone to make repairs. Most repair services have a minimum cost threshold (~\$800) before they will accept the work request. It's difficult to find someone to do a small repair, especially if it's on the roof.

Response: Homeowners are free to request an extension to the repair deadline when warranted. Extension requests will be addressed on a case by case basis.

Andy moved to approve June 2017 minutes as amended; Sarah seconded. Minutes approved as amended.

President

Parking: Ken consulted with the attorney regarding enforcement options to prevent residents from circumventing the new parking resolution by routinely rotating their personal vehicles with visitor hangtags in visitor parking spaces. A mass letter will be drafted to specifically define "visitor" and specifically state that rotating residents' vehicles in visitor spaces is prohibited. Dominion Towing will target habitual abusers based on complaints from residents (vehicles must be specifically identified).

Vice President (nothing significant to report)

Treasurer

Request update of information in the Contractor List included in the Management Report (names, dates, etc.).

Confirmed all invoices presented correspond to ledger.

Sam is still following up to ensure insurance company reimbursement for fence repairs after vehicle accident in July 2016.

Architectural Committee

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

VA Department of Transportation has assigned a work order number (735500) for the requested repairs to the damaged concrete curbing near the east entrance. The immediate area has been cleaned up. No update on repair.

VA Department of Transportation has assigned a work order number (742923) for the gutter drain safety concern at 6504 Castine Lane. After inspection VDOT agreed the area posed a significant safety concern which needed to be remedied. Homeowner informed Carrie that someone has been in the area to survey the site. No update.

Fence repair work has been completed behind 6528 – 6530 Westmore Court. Additional sections still need to be reinforced (on both sides). Bi-lingual “private property” sign has been posted on the Lee Valley Apartments side of the fence. Pyracantha shrubs have been planted along the most vulnerable section of the fence. Carrie will confirm that nearest homeowner is watering the plants as offered (especially during hot, dry weather).

Two tree proposals to be reviewed during executive session.

Annual inspections have been completed and homeowners notified of violations. Extensions are being provided case by case and will be closely monitored.

American Disposal has been notified of our intention to terminate the current trash/recycling contract. New proposals have been received from American Disposal and Republic; awaiting proposal from CSI.

Brick wall pressure washing and tuck pointing: Proposals received from Reston Painting and Contracting and GHA Services to be reviewed in executive session. Based on cost of proposal all three phases can be completed at once (1-front including two entrance gazebos, Westhaven sign and Westmore Court garden area, four concrete benches in front park area; 2-along Old Keene Mill Road; 3-south side).

Pavement leveling: Carrie will solicit proposals to correct the concrete gutters in the newly paved areas to prevent puddling. Sarah will provide photos of the specific areas.

Executive Session: 7:31 – 7:50pm.

Ken moved to accept the Reston Painting and Contracting proposal dated June 19, 2017 for the three phases of brick wall pressure washing and tuck pointing at a cost of \$12,900 to be completed by October 15, 2017 using water from the fire hydrants. Andy seconded. All approved.

Andy moved to accept the PGI proposal #39203 including seven items to remove dead wood (3 trees), cut flush (2 trees), remove small dead tree and elevate a pear tree at a cost of \$1,610. Judy seconded. All approved.

Andy moved to accept the PGI proposal #39050, item 1 only, to cut flush the dead/dying large Northern Red to the right of 6527 Castine Lane at a cost of \$1,040. Judy seconded. All approved.

Meeting adjourned at 8:00pm. Next meeting will be August 10, 2017 from 6:30-8:30pm at Richard Byrd Library.