

**WHOA Board Meeting**  
**Thursday, November 10, 2016**  
**6:33pm-8:45pm**  
**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 6:33pm. There were three homeowners present.

**Homeowners Forum**

Homeowner inquiry: Homeowner noted that water meter utility covers throughout the community are now level with the sidewalks.

Response: Fairfax Water has systematically ground down the utility covers to reduce/eliminate tripping hazards. Homeowner may contact the Board or Fairfax Water if any covers are still presenting a tripping hazard.

Homeowner inquiry: Is it correct that the polybutylene water pipes will eventually fail due to faulty manufacturing?

Response: Yes. Generally, the pipes connect the unit to the meter and were not used throughout the unit. Several homeowners have already replaced the pipes, some proactively before leaks, and some reactively after leaks. Estimated cost is \$3K. Utility related insurance is also an option.

Homeowner inquiry: What is being done to address the depressed areas in the newly paved roadway? Puddles form in the depressed areas which will result in icy spots when the temperatures fall.

Response: The 7 or 8 depressed areas result from settlement of the concrete gutters; the asphalt was laid to match the existing concrete gutters. The concrete gutters have to be repaired before the asphalt can be repaired. It's too late in the season to perform concrete work. Since this is not the result of faulty work by Dominion Paving the Association will have to cover the cost. The depressed areas will have to be marked for the snow removal crew (to ensure adequate snow/ice melting chemicals are applied).

Andy moved to approve October minutes as amended; Aaron seconded. Minutes approved as amended.

**President**

Three resolutions will be thoroughly discussed.

**Vice President** (no comments)

**Treasurer**

Andy noted the following items in the financial report:

- The cost of maintaining the pet waste stations exceeded 2016 budget because the collection frequency was increased from twice monthly to weekly when homeowners complained about the overflowing stations and the odor.
- Trash removal costs increased slightly due to unknown/unforeseen fees.
- The Association's liability insurance has been paid for the entire year to avoid monthly processing costs.

### **Architectural Committee**

Two re-sale inspections completed: 6527 Castine Lane and 6517 Milva Lane. Discrepancies were identified at each property.

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**

Revised resolutions (Parking, Due Process, Delinquency) presented for discussion. Ken and Judy met with the attorney to ensure the wording in the draft resolutions is legally sufficient. Extensive discussion ensued.

-- Sarah moved to approve Policy Resolution 2016-1, Due Process Procedure for Violations of the Declaration and Rules and Regulations as written; Andy seconded. Policy Resolution 2016-1 approved as written.

-- Sarah moved to approve Policy Resolution 2016-2, Delinquent Assessment Payments as amended; Judy seconded. Policy Resolution 2016-2 approved as amended.

-- Due to time constraints discussion of parking resolution will resume at a later time.

Approved resolutions will be mailed to homeowners. They will become effective 30 days later.

### **New Business**

Sam presented the budget cover letter and annual meeting notification letter for review and approval before mailing to homeowners. The budget cover letter was approved as written. The annual meeting letter was edited slightly and approved. Both letters will be mailed immediately.

**Executive Session:** Not required.

Meeting adjourned at 8:45pm. Next meeting will be the annual meeting December 8, 2016 from 7:00-8:30pm at Richard Byrd Library. Registration begins at 6:30pm.