

**WHOA Board Meeting**  
**Thursday, October 13, 2016**  
**6:32pm-8:20pm**  
**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 6:32pm. There was one homeowner present.

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

**Homeowners Forum**

Homeowner inquiry: What's the status of parking enforcement?

Response: Amendment has been ratified and officially recorded with Fairfax County. The next step is to draft the resolution. Registering vehicles is the critical step to enforcement.

Homeowner inquiry: What can be done to ensure Verizon buries the cables common area between Hubbardton Way and Castine Lane? FiOS technician was made aware when he was servicing 6514 Castine Lane.

Response: Sam has made multiple attempts with Verizon with no success. Last time we had to get the District Supervisor's office engaged to get this resolved.

Homeowner inquiry: How will homeowners be notified when the resolutions are changed?

Response: Homeowner will be notified by mail. A copy of the resolutions will be provided to allow homeowners to review and comment as they see fit. If there are no comments after 30 days the resolution will take effect.

**President**

As of October 11<sup>th</sup> the Westhaven amendment has been ratified and recorded with Fairfax County.

Fairfax Water has been grinding down and repositioning the raised water meter utility covers on Westhaven sidewalks to reduce the tripping hazard.

Fairfax County Police Department Crime Prevention Officer Franconia District Station, Allie Eggers, shared information about vehicle thefts across the county. Most reported incidents have been valuables visible in unlocked vehicles; 90% preventable. Numerous communities have requested increased patrols. The Department is currently 23 officers understaffed. Increased patrols cannot be guaranteed; however, increased reporting does help the department focus patrols. As always, residents should call the non-emergency number (703.691.2131) to report suspicious activity (including vehicle break-ins). Most complaints in Fairfax County are traffic and parking related. Residents should contact the VA Department of Transportation (VDOT) for removal of road kill debris. Officer Eggers agreed to pass on our concerns about speeding on Old Keene Mill Road to traffic enforcement and the obstructed view at the 7-11 entrance/exit to VDOT. She will provide a crime prevention flyer for our website.

**Vice President** (no comments)

### **Treasurer**

Two \$25K, 14-month, 1.35% interest rate CDs have been purchased from Freedom Bank using the funds in the Smartstreet money market account.

Sarah moved to allow the funds from the CD maturing on Oct 18<sup>th</sup> (\$25,312.51) to roll into the Smartstreet money market account; Judy seconded. All approved. Andy will e-mail Sam to execute.

2017 Budget: Based on the draft budget Andy recommends a 3% increase in the quarterly assessment. The increase allows continued build up in the reserve account (currently below the legally required amount), ensures adequate funding for snow removal (significantly exceeded budget last winter with similar snowfall predicted this winter), and ensures funding is available for masonry repairs to the deteriorating brick wall bordering the community (repairs have been postponed multiple years). Andy moved to approve the 3% increase, Sarah seconded. Motion approved. Aaron opposed.

### **Architectural Committee**

Three re-sale inspections completed: 6505 Castine Lane, 6511 Castine Lane, and 6490 Milva Lane. Discrepancies 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**

VA Department of Transportation has conducted a survey of the damaged concrete curbing near the east entrance. It will be added to their schedule, no repair date specified.

Repair of the damaged fence along Old Keene Mill Road (damage caused by the vehicle accident on July 8<sup>th</sup>) completed September 15th.

Yellow curb painting has been completed throughout the community.

### **New Business**

Snow removal contract: Same pricing as prior year. Professional Grounds, Inc. will automatically begin snow removal on roads and sidewalks when accumulation reaches 3 inches. Ken and Sam will make the call when accumulation is less than 3 inches. Sarah moved to accept the contract with the specified changes; Andy seconded. Motion approved.

**Executive Session:** After extensive discussion of proposed Policies and Resolutions (parking, delinquent assessment fees, and rules violation fees) all agreed it would be beneficial to have a legal review before moving forward. Ken and Judy will meet with the lawyers.

Meeting adjourned at 8:20pm. Next meeting will be November 10, 2016 from 6:30-8:30pm at Richard Byrd Library.