



Quarterly HOA Meeting Minutes  
June 9, 2015 7:00pm  
Providence Community Center, Classroom #2  
3001 Vaden Drive Fairfax, VA 22031

I. With a quorum present, Tom called the meeting to order at approximately 7:04pm. Grant Barmby, Aaron Fox, and Tom Burrell were present. Nancy Webster and Mike Sebastyn were absent due to travel.

II. Grant made the motion to approve the minutes from the March 2015 meeting. Aaron seconded the motion and the motion passed unanimously.

III. Old Business

a) *Board Vacancy* – The Board vacancy has been filled. Aaron Fox volunteered to serve on the Board to finish out the term of Brian Knapp (2017)

b) *Covenants Enforcement Process* – This is still a work in progress. A draft process has been circulated among the Board members and the Covenants Chair. It is still planned to have this process in place by the September 2015 meeting.

IV. New Business – each of the following items of business were approved previously via e-mail by the Board. Action is required at this meeting to affirm the Board's action.

a) Board appointment of Mr. Aaron Fox as new Board member – Tom made the motion to appoint Aaron Fox to the Board to fill the vacancy left with Brian Knapp's departure. The motion was seconded by Grant and approved unanimously. Aaron will be on the Board through 2016.

b) Board approval of funds for power washing – Tom made a motion to approve the CLS power washing proposal in the amount of \$1,980.00. Grant seconded the motion and it was approved unanimously. All sidewalks in common area and the front entrance will be power washed. As mentioned in the latest Newsletter, individuals wanting CLS to power wash their sidewalks and driveways can contact CLS and arrange to have that done. Tom said he would send a note to CLS asking if they power wash siding since that was an issue on several homes as reported in the recent Covenants walk through of the community.

c) Board approval of funds for front entrance landscaping – Tom made the motion to approve the CLS proposal for landscaping the front main island. The proposal was for \$1,525.00. Grant seconded the motion and it was approved unanimously. David Herrington reported that the bushes taken out have all be repurposed somewhere else in the community.

V. Reports of Committees

a) *Covenants Committee* – Annie reported that the annual walk through of the community has been completed and residents/owners have been notified of the findings. Letters have been sent to those owners who do not reside in the community. Those present discussed the biggest items on the Covenant Committee's report including power washing sidewalks, driveways, and siding, and replacing tarnished old (original) light fixtures in the rear of the house.

There was an extended discussion about the need for the process document Tom and Annie have been working on. The Association's governing documents give the Covenants Committee and the Board the authority they need to enforce the Association's policies. However, the governing documents do not articulate the specific process(es) for exercising those authorities.

b) *Communications Committee* – Tom thanks Frank and the Communications Committee for the excellent newsletter. Tom pointed out two items in the current newsletter – first, the reference to the fountain area being pet free is incorrect. The Board has not established a policy making the fountain area pet free. The second item was the news about the smoke detectors. All members are encouraged to replace their smoke detectors as they are more than 10 years old.

Frank also used the opportunity to reinforce the fact that with the September elections, we are looking for Board members who are willing to roll up their sleeves and do some significant work. The Reserve Study that was done in 2012 shows there are some significant decisions that will need to be made in the next couple of years and the Board will, obviously, play a significant role in the process.

c) *Finance Committee* – Tom reported that the Association's financial status is good. There will be two actions that need to be taken this summer. The first is the reinvestment of a CD that is due to come due in July. The second is the contribution to the Reserve account that will be made in June.

d) *Grounds Committee* – There was nothing new to report from the Grounds Committee that had not already been discussed (power washing and the front entrance landscaping). Tom asked those present what their feelings were about posting one-way signs on a few of the sign posts that already exist in the community. There was general agreement it was a good idea – not that it would substantially prevent people from driving the wrong way but it will mitigate risk if there is an incident and we can point to the fact that signs are posted.

e) *Social Committee* – Barbara reported on the successful newcomer social held at the fountain in May. There was a great turn-out and we had 3 of the 4 new families at the gathering. The annual ice cream social will be held in conjunction with the September meeting.

#### VI. Citizens' Time

a) Artie Andreson mentioned that the tree between her house and her neighbor's appears to be dying. The apparently slow death started subsequent to the pruning that CLS did this year. Tom said he would ask CLS to examine the tree to determine what the issue is.

b) It was mentioned that the plants in the front islands do well after a rain but not if there is no rain. Tom will ask CLS to check the sprinkler system to ensure it is working properly.

c) Tom reported out on the City's Planning Commission action on the proposed condos in the Mantua Professional Center. The Planning Commission met Monday evening to determine if they should or should not recommend approval of the project to the Mayor and City Council. Tom spoke before the Planning Commission recapping the points made in the community letter to the developer.

1) Traffic is the community's number one concern. There is still uncertainty as to whether or not a traffic signal could be installed at the southern entrance. If a light cannot be installed, it is incumbent upon the developer and the City to work together and install some form of traffic calming or safety warning measures at the entrances to the development.

2) Parking is the second concern. The community still believes that planning for 1.6 vehicles per unit is not realistic. It should be maintained at 2 per the City code.

d) It was reported that the lights on Pickett, if they burn out, can be reported to the power company and they will come out and fix the light. Additionally, it was suggested that if the Mantua condos are approved, part of the project should be the continuation of lights along Pickett Road.

e) September is the annual meeting. The majority of those present thought that the meeting should be held at the school. While the community center is a great location and facility, people who attend the annual meeting are more familiar with the school. Tom reminded everyone that there will be two places on the Board that will need to be filled.

VII. Meeting Adjourned – Tom made the motion to adjourn the meeting at approximately 8:20pm. The motion was seconded by Grant and approved unanimously.