



Park West Pages

Park West Community Association Newsletter

October 2016

President's Corner

By Mark Griffin

As I write this we are back in the summer heat wave with expected high actual temps in the 90s and factoring in the humidity the highs are between 100 and 110. Despite the heat we've had another great summer around the community due to the many volunteers, both new and old, who have stepped forward to contribute their time, focus, and/or monetary contributions to help accomplish numerous activities and improvement projects. So far this year we've accomplished one community-wide clean-up day, two beautification projects and four tree pruning projects with volunteer labor, equipment, and monetary donations from our residents. Additional tree pruning efforts and a fall community-wide clean-up day are currently planned for the near future.

Thank you to Diane Barnhard for her efforts to spearhead the inaugural dance social at the pool. Even with the bad weather and the ensuing event rescheduling we still had about 90 people show up to enjoy the evening – kudos! Joan Murphy deserves continued thanks for her ongoing efforts to provide excellence for our community in all she accomplishes – she is an unsung hero that makes many of the experiences you enjoy actually come to fruition. Rich – my heartfelt thanks for working all the pool activities and support requirements to make this a great season. Rhitu, Susan, George, Don, Brad, Joanne, Desi, Nancy, Laura, Jane, Kathleen – thank you for all you have accomplished to help the community this year. This community only works as well as the volunteers who make it that way. There are many others who have contributed to the positive direction of the community I have not named in this newsletter, please know I and the Board truly appreciated all the efforts each of you takes to create a better community and environment for all of us to call home. Please consider giving some of your time in 2017 to make Kings Park West Townhomes a welcoming community to our current and future residents.

Major common area tree work has occurred this year – barring any major storms one more set of work is planned to occur in late fall. We employ a prioritization list for the contracted work but please remember, with 24 acres of common ground to manage and with the amount of work to be accomplished, the Environmental Control Committee may miss some specific trees or areas that require attention. If you have questions or desire feedback please email environment@parkwestcommunity.org for further information.

Continued on page 3

Upcoming Events

Oct 18: Board Meeting 7pm

Oct 29: Chili Cookoff @ pool

Nov 5: Community Golf Tournament

Nov 17: Annual Meeting 7pm

Safety Tips

With the sun slowly creeping down earlier and earlier, please think about putting your porch lights on a timer or leaving them on all night to help with Community Security!



Getting to know your neighbors can be a great way to help the community stay safe as well. Knowing who lives next door makes both of you more inclined to watch out for each other.

Trash

Nobody wants to look at it, especially over several days and out over the weekends. Please take note of when the pick-ups are and leave your trash out for the least amount of time possible. This helps keep our Community clean and gives the critters less time to tear into it and spread its contents across the grounds.

Pool Update

This Summer was a great year for our pool. We've had all kinds of fun events going on. Sundaes on Sundays, A Newcomers Meet and Greet, The 4th of July Celebration, our First Pool Dance, and Pot Luck Social to end out the season. Keep an eye on the Community Boards for more information about events happening "after" the pool closes. And as always, we are constantly looking for new people to help plan and create these outings that we have at our pool. Feel free to drop us a line with comments and ideas at pool@parkwestcommunity.org.

Hang Tag Example

ACC & ECC Coordinate on Hang-tags

PARK WEST COMMUNITY ASSOCIATION

Date: _____

Address: _____

In order to maintain the aesthetic quality of our community and as part of the overall Architectural Control Committee Inspection Program; there are environmental-type inspections of the Kings Park West Townhomes community on an ongoing basis. The following item(s) require continuing attention for your residence:

<u>Front Yard</u>	<u>Side Yard</u>	<u>Back Yard</u>
Mow	Mow	Mow
Edge/Trim	Edge/Trim	Edge/Trim
Weed	Weed	Weed
Prune Bushes	Prune Bushes	Prune Bushes
Prune Trees	Prune Trees	Prune Trees
Remove Items	Remove Items	Remove Items

Specifics: _____

Completion Required No Later Than Seven Days From The Date Annotated Above.

This process is the execution of portions of the Architectural Control Committee (ACC) guidelines on property maintenance specific to yard and environmental factors of residential properties. This procedure is executed by the Environment Committee.

1. Through visual inspection an Environmental Committee representative will review resident property for violations related to the care and maintenance sections of the ACC guidelines.
2. The representative will determine if a notice for resident action needed to be provided based upon the Step 1 review.
3. A notice will be generated and provided to the residence, typically in the form of a form door hang tag. The notice provides information related to the identified property issues and identifies a recommended time for remediation.
4. The door hang tag perforated duplicate will be provided to the Environment committee for tracking. A log of the notices shall be retained by the Environment committee.
5. After seven days of non-action the same process as exists for ACC violation notifications shall be followed. Fines may be levied using the existing ACC structure.

- Inquiries from residences will reset the seven-day counter to the time that they were replied by the Environmental committee.

SCHOOL IS IN SESSION

Please observe the speed limit throughout the community

Hospitality Committee

Greetings from the Hospitality Committee, We had a busy July with two events held at the pool. July 20th was our first Newcomers Coffee and the 30th was our first dance at the pool. Both were great successes and we thank you for your help with set-up, clean-up, providing food and entertainment and most importantly your attendance.

Fall will bring us together again for a chili cook off/tailgate party and then something special for the kids (mom and dad too) around Halloween.

We still need two or three more block captains for Gainsborough Drive. If you have can spare about an hour a month, please help us out and call Susan Underwood at 703-323-4710.

We look forward to seeing you at our upcoming events.

Partial Streets & Sidewalk Update

Per our Reserve Plan Update from both 2012 and 2016, we have contracted to repair or rehabilitate various sidewalks, footpaths, the pool footbridge, and accomplish a full milling and paving of the community in Fall 2016 and Summer 2017. You can expect some complications for both parking and walking within the community during the September and October timeframe as we undertake the sidewalks, curbs, gutters, and footpaths repair and the pool footbridge reconstruction. The summer of 2017 is targeted for the repaving of the community: Gainsborough Drive, Malone Court, and Treasure Court first; followed by Carriagepark Court and Carriagepark Road. The community mailbox replacement project remains on hold due to the financial picture.

Based on resident input and lessons learned from last winter, we have updated our snow removal requirements for the 2016-2017 season. Several of the additional measures we may implement based on anticipated snow falls will impact curb parking in various areas of the community. Further information will be distributed nearer to the time or please look at the new measures on our website.

Architectural Control Committee (ACC)

By Art Gile

I want to thank the residents of the Kings Park West Townhomes Community for getting the necessary violations corrected on their properties. As of July 31st, 1625 out of 1732 ACC violations for the last 5 semi-annual inspections have been closed. The next ACC inspection (Fall 2016) occurred on September 10th. Property owners interested in participating in the inspection contact acc@parkwestcommunity.org. Inspection teams consist of two to three people with at least one board member on each team. It is great exercise and with extra help the process goes much faster. We all have a large investment in our properties and it is important to preserve the value of our residences by keeping the exteriors in good shape, the yards maintained, and trash picked up so that the community is attractive to our residents as well as prospective buyers and renters. The ACC review process and the ACC guidelines help sustain the community's appearance and property values.

Some have you have asked why we provide recommendation-only letters in certain instances. This part of the inspection process that was implemented during the Fall 2014 Inspection to alert the owners of problems that may become violations in the future so they have advance notice and can make plans to address the items. As of July 31st, 191 out of 468 ACC recommendations have been closed.

PWCA Architectural Modifications

Any changes made to the exterior of your residence requires an ACC Modification Form (found on the website) to be submitted and approved by the ACC prior to the start of the work. The completed form may be submitted either by mailing the PWCA ACC in the care of Summit Management Services, Inc. 8405-A Richmond Highway, Alexandria 22309 or by scanning and emailing a signed copy to our Community Manager; Ms. Lori Randall; lori.randall@summitmanagement.com. Approval or disapproval will occur within sixty (60) days of the completed request and supporting document submission. Questions should be emailed to acc@parkwestcommunity.org.

President's Corner Cont.

...continued from Page 1

We have signed a contract to repair or rehabilitate various sidewalks, footpaths, the pool footbridge, and accomplish a full milling and paving of the community – please see additional details in the Streets and Sidewalks section of this newsletter. The 2016 activities are underway Current information on the 2016 activities were covered in the September and October regular monthly meetings and full

information will be covered at the Annual Meeting, to include a potential Special Assessment vote to both cover the required milling and paving work while not lowering our Reserves to a critical level.

The HOA manages the affairs of our not-for-profit corporation through a nine-member Board of Directors. Each year three of the nine positions are due for election. A Call for Candidates form will be arriving in your mailbox shortly along with a variety of annual notices. Fresh insight and energy is always greatly appreciated on the Board, please consider submitting your name for consideration by the Members for election at the Annual Meeting.

You are the Association. Thank you for your support during 2016, I look forward to seeing you at one of our upcoming meetings and anticipate an even better 2017!

Parking Committee

Since its inception in early 2012, the PWCA Permit Parking Program – with the assistance of several of our neighbors serving as committee members and parking officials – has greatly alleviated parking issues in our community. As we receive and address parking questions from time to time, please note the following responses to frequently-asked questions:

- **ALL** vehicles parking in the community must have either a resident or guest permit, including those vehicles parked in PWCA-assigned (i.e., numbered) spaces; only permanent, full-time residents in the community are eligible to receive parking permits.
- All permits are nontransferable, and are only to be placed in PWCA-registered vehicles.
- Nonresident owners and renters: please check your permits, note their expiration dates, and take timely action to avoid being towed for having expired permits. Instructions for new permits are contained on the Parking Applications.
- Please make sure that vehicles parking along the curb have both tires on the concrete apron, in order to be in compliance with local fire and safety code regulations.
- Temporary guest permits are available, can be requested between 9 a.m. and 9 p.m., and a list of PWCA parking officials can be found at www.parkwestcommunity.org. Please request temporary permits as early as possible (i.e., at least 2 hours prior to need, if possible), especially with requests for larger numbers of guests.
- If you have a permit that is faded or no longer clearly-readable, please contact Joe Underwood to arrange to have your permit replaced.

As well, please contact PWCA Parking Chairman Joe Underwood at parking@parkwestcommunity.org or (703) 323-4710 with any questions or suggestions that you may have.

PWCA ANNUAL MEETING

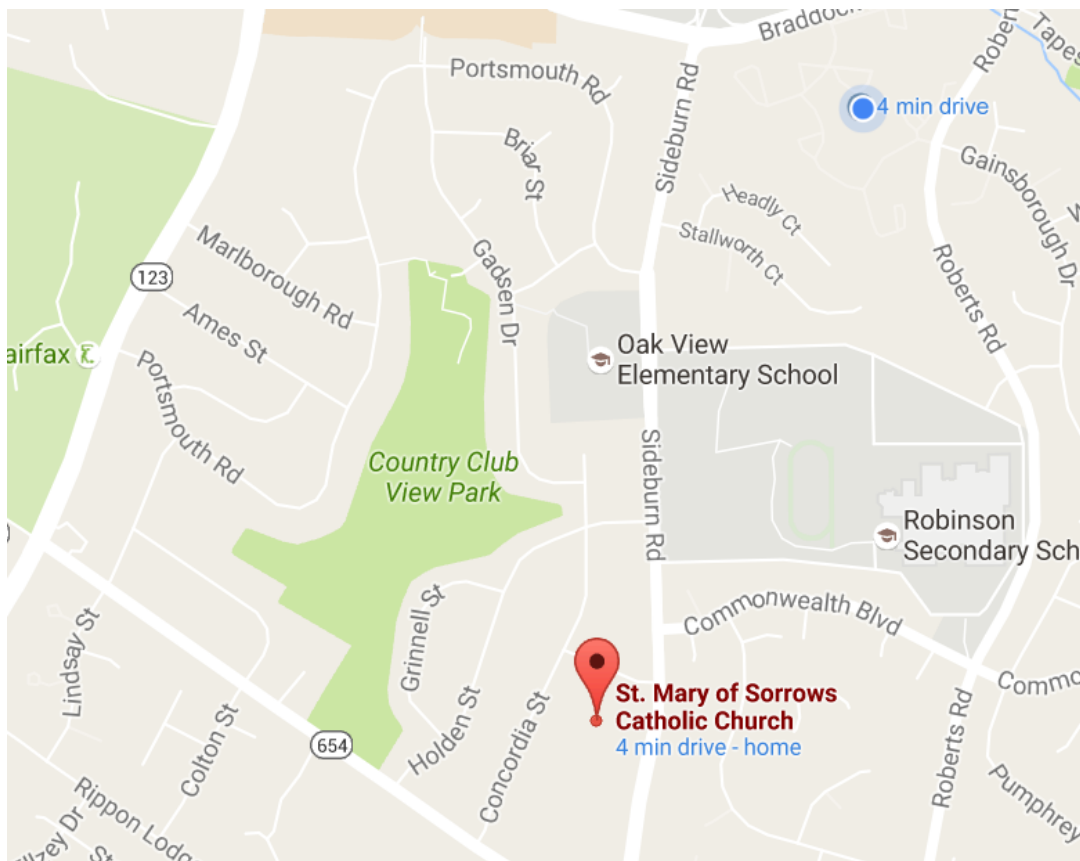
The meeting will be held for the purpose of election of homeowners to the Board of Directors, and all other business that may properly come before the meeting.

The Board of Directors has the responsibility for the general administration of Park West Community Association. This is your opportunity to meet the officers and members of the Board of Directors. They will report to you on the state of the community and respond to any questions you might have. The success of your Association, its maintenance and property values, is due in large part to the actions and decisions of your Board of Directors. Currently, there are three (3) positions open for re-election on the Board, each for a three (3) year term.

Your attendance at this meeting is most important as a quorum of ten percent (27) of the eligible voters must be present, either in person or by a properly executed proxy, before any business can be conducted.

See a sample of the proxy form on the next page and watch for the annual meeting packet in the mail.

*Save the date: November 17, 7pm
at St. Mary's of Sorrows ~ 5222 Sideburn Rd.*



PARK WEST Community Association

**PARKWEST COMMUNITY ASSOCIATION
2016 ANNUAL MEETING
NOVEMBER 17, 2016
8:00 PM**

PROXY FORM

(I), (We), _____ and _____
(print name) (print name)

Owner(s) of _____
(print address)

Being (a) member(s) in good standing of the Park West Community Association

Under the provisions of Article III, Section 5 of the By-Laws, do hereby grant (my) (our) proxy to one of the following for the sole purpose of voting at the **2016 Annual meeting**:

A. Secretary, Board of Directors-vote to be cast by the Board for the Board approved candidates who are the incumbent Board members.

B. _____ to vote on all issues as (he) (she) sees fit.
(Print proxy name in full)

C. _____ to vote cast my vote as follows:
(Print proxy name in full)

Vote for no more than three (3) of the following candidates as presented by the Nominating Committee

Mark Griffin
 Joe Underwood
 Rich Juchnewicz
 _____ (write-in candidate)
 _____ (write-in candidate)
 _____ (write-in candidate)

D. Vote me present for quorum purposes only.

This proxy is executed for the 2016 Annual Park West Community Association Meeting scheduled for November 17, 2016, or any adjournments or continuances thereof, and it carries with it the full right to the proxy holder to cast his/her as he/she sees fit or as noted above. If the name of the proxy holder is left blank it will be assigned to the Secretary. If A, B, C, or D is left blank, this proxy will be used for quorum purposes only.

Please mail, fax or email your completed proxy so that it will reach PWCA by **no later than 2:00 PM on November 16, 2016.**

Park West Community Association
c/o Summit Management Services
Attn: Lori Randall
8405-A Richmond Highway
Alexandria, VA 22039
Lori.Randall@summitmanage.com; Fax 703-746-8585