

**PWCA
Board of Directors Meeting
Tuesday, September 9, 2003
Robinson High School, Room 509**

The meeting was called to order at 7:06pm.

In attendance were:

Rich Juchnewicz-President
Heather Villavicencio-Secretary
George Burgee – Treasurer

Steve Lubore
Brigette Peterson
Don McBride

Absent:

Kristen Cigler-Vice-President

Also in attendance:

Howell Thomas, Koger Management Company
2 homeowners

Old Business

Steve motioned to accept the August 2003 meeting minutes. Brigette seconded the motion and it passed unanimously.

President's Report

We started the meeting by hearing from one homeowner and her concerns and complaints about the speed bumps. She was angry that there was no letter of intent about the speed bumps. Rich and Brigette did remind her that there was a notice that went out to the residents before the work began on the speed bumps. There was a lengthy discussion that followed about the speed bumps and the contractor that did the work. The BOD was not satisfied with the results on the work or the attitude of the contractor, Fairfax Paving.

Next, another homeowner wanted to see about getting permission to build a partial fence between his deck and his neighbor's deck. The BOD advised him to contact Fairfax County and see about the rules and regulations regarding fences and decks before the BOD could even consider his request.

New Business

Rich appointed Amanda Adolph as communications chair. Steve motioned to explore the option of including advertising in the community newsletter. Heather seconded it and the vote was unanimous.

Communication

Brigette is working on newsletter. She wanted the information about the Odd Job Squad.

Treasurer's Report

George wants to get rid of transition bank account. Howell will look into it. George is going to ask Elise if she has any of the checking account checks. On page 9 of packet, George wanted to know what the "forfeit/refund" of \$682.00 is for. Don requested that

the pool phone be turned off. Steve had a question about late charges. Howell wants to talk to the attorney about the charges and the late fee.

Streets and Sidewalks

Brigette is drafting a letter to Marty Smalls of Fairfax Paving about their work and his unprofessional attitude. Rich requested that he be included in on the letter. George emphasized the importance of the “hold harmless agreement” and that it has to be a part of every contract we sign.

Pool Committee

Don looked over Atlantic Pool bill. He prefers to be billed monthly as opposed to receiving a bill at the end of the summer. Don is concerned that we are being nickled and dimed. Don authorized Howell to pay the Atlantic Pool bill.

Environmental Committee

Kevin is scheduling a walk-through with JL Tree Services. Heather asked Howell to check on some standing water near Carriagepark Court—going down the steps to the field. George heard from Professional Grounds about an area near Malone Court. He wants to explore the idea of planting grass around neighborhood. He and Rich and Kevin will walk-through the neighborhood and identify areas most affected by erosion.

ACC

Nothing to report.

Parking Committee Report

George reported that one citizen complained—although they were a no show for the meeting. Don requested a master list of parking spot assignments. Rich and George informed him that there is no completed list at this time. Don wanted to know what we could do about enforcing the ladder-lock guideline. George does not want to start towing commercial vehicles from the neighborhood. Rich will write a letter to homeowner who owns a large van about locking the ladder and where to park the van.

Website

Steve updated the website.

Management Report/Unfinished Business

Howell will check on the terms of BOD members. He needs date of annual meeting and names of volunteers for the ballots.

Adjournment

Heather motioned to adjourn the meeting at 9:33pm, George seconded the motion and the vote was unanimous.