

**Park West Community Association  
Board of Directors' Meeting  
Robinson High School, Room 508  
Tuesday, May 11, 2004**

**In Attendance were:** George Burgee, Treasurer  
Steve Lubore  
Don McBride  
Brigette Peterson, Secretary

**Absent:** Rich Juchnewicz, President  
Kristen Cigler, Vice President

Also in Attendance: Howell Thomas, Koger Management

The meeting was called to order at 7:22 pm by George Burgee.

Steve made a motion to approve last month's minutes as written; Motion was seconded by George and carried unanimously.

**President's Report:**

**(The following report was submitted to the Park West Pages as the "President's Comments" and was read at this meeting in the President's absence)**

I've been asked more then once, "what can we do about the party houses." And my response is "It's a criminal matter when dealing with the noise, drinking in public and the damages they cause." "Call the Police." Fairfax County Police Policy is that the first time they come out, a resident of the house gets a warning (name and information taken), the second time they come out that night, that same resident will receive a Summons for the Noise Violation. And if they have to come out a third time, the resident will be going to the Adult Detention Center (Jail). You can read the Fairfax County Code Noise Ordinance from the link on our website.

If the yard a mess (trash, in need of mowing and trimming), we can send the homeowner a letter requesting they clean-up the yard in a certain amount of time, citing health department concerns, and if necessary, begin fining the homeowner if the violations are not fixed. Items that should not be left out front, such as: trash cans, trash bags, recycle bins, fire wood, tools, bikes and other toys can also be written up as violations, but we would prefer not too. According to our Declaration, only hose and the like can be stored out front.

"Why do we have the rule about using heavy, dark trash bags?" "Why do we have a rodent problem in the neighborhood?" Both of these sentences go hand in hand. Now before you put up the For Sale sign because you think the Pied Piper might be coming through, relax, the rodent's that we have are the field variety and are easily gotten rid of. They are attracted to cool, moist places (like low deck, wood piles) and where food is plentiful (trash and animal fecal material). These are the reasons we ask that you use a trash can if possible and at a minimum use a good heavy weight, dark trash bag to help keep the rodents (yes, squirrels too) crows and feral cats out of the trash. These critters are also the reason why we ask that you put out bagged trash the day of collection so

that it spends the least amount of time curbside and then has the least time to be ripped open by our dining guests.

Last but not least, as always, the Board needs your help. If you feel you need to have a more direct impact on the community, please contact us, there are open positions on the Board and we do really need the help. If you don't want to be that much involved, there are committees that can always use extra hands in the mix and would never be turned down. And even if you don't feel the need to do any of those, please call or e-mail any of us when you have an idea for improvement or just want to lend a hand from time to time.

### **Treasurer's Report:**

Howell is to check into the \$360 bank charge that was excluded from the February 2004 accounting record, but was entered under February in the March 2004 report.

The Board is still waiting for Howell to outline the benefits to the Association of switching to the Bank of Arizona. Howell states that the benefit is that there is no monthly handling fee charged by the Bank of Arizona, but he is still unable to tell the Board what the Association's current bank, BB&T charges. Steve noted that he researched the Bank of Arizona's website and the website states that the Bank of Arizona posts a \$15 monthly fee per Association. Howell is to comprise a list of monthly charges imposed by BB&T. Howell states that Koger Management negotiates out these fees every month so that the Association does not incur any additional costs.

A request was made by the Board members to see the new banking contract from the Bank of Arizona. The Board is also requesting that Koger provide a list of benefits to the Association of switching banks.

The Board again requested that Howell change the quarterly statement due date to the 10<sup>th</sup> of the month rather than the 30<sup>th</sup> prior to the statements being mailed at the end of this month. Howell is to email George with the plan to correct this issue as well as the bills still being printed with a credit card slip, even though the Association no longer accepts credit card payments.

George is going to contact Jeff Koger to determine what the \$600 negative liability entry is, as Howell states that he does not know.

George asked Howell what is happening with regards to the Association filing taxes this year. Howell states that an extension has been filed on the Association's behalf.

Don requested that the pool bill be done on a monthly instead of quarterly basis in order to determine whether or not work is being done and supplies are being purchased as billed. The Board decided to leave the billing process on a quarterly basis.

### **Committee Reports:**

#### **Environmental Committee:**

Four homeowners were present for the community cleanup on April 24<sup>th</sup>. George believes that the poor turnout was due primarily to inadequate advertising of the annual event.

The Board is still requesting that Howell get clarification from Professional Grounds on the amount of Lime needed for ground treatment. Professional's report states that the community needs 100 lbs. of lime/1000 sq. feet and our current contract already includes 25 lbs. of lime/1000 sq. feet. This would mean that the Association would need to approve an additional 75 lbs. of lime/1000 sq. feet in order to match Professional's recommendation. However, Professional is quoting a price for an additional 100 lbs. of lime/1000 sq. feet.

Howell is going to call drainage companies to investigate possible French drain problems throughout the community. In addition, Howell is going to have someone check on the source of the leak in the grassy area next to the wooden bridge.

Kevin will coordinate with Rich and JL Trimming to do a walkthrough and obtain an estimate for tree trimming throughout the neighborhood. Howell will also get an estimate from RTEC Treecare.

American Disposal plans to impose a \$25 per item charge to remove white ferrous materials (i.e. washer/dryers, refrigerators, etc.). The Board is concerned about how American will determine who gets charged this fee and what happens if they are unable to pinpoint which homeowner the material belongs to. The Board requests that a representative from American Disposal inform the Association of what they will or will not pick up.

Howell is going to send an email to Pete at American Disposal to remind him that their contract states that they will do special pickups for free and that they do not indicate that there is anything that they exclude from the Special Pickup category.

Howell will also call American to request that weekly trash pickup at the pool start again now that the summer is here.

### **Pool Committee:**

Don made a motion to replace the pool pump prior to the pool opening; Motion was seconded by Brigitte and was carried unanimously.

The deadbolt on the main entrance to the pool needs to be replaced.

Rich and Don are still trying to decide what type of shed to buy for the pool. The main concern is where the shed will be placed and whether or not the placement of the shed will allow people to gain easier access to the pool when it is closed.

Don confirmed that the budget for the 4<sup>th</sup> of July pool party is \$1,500. He is going to price different caterers and get back the Board with a proposal.

The Board agreed that if a resident has a private pool party that requires an extra guard to be hired, that resident will be responsible for the extra cost.

### **Communications Committee:**

No report.

### **Streets and Sidewalks Committee:**

Howell is going to get estimates from paving companies on the cost to repair all of the speed bumps in the community. He is also going to check on when the Association will need to have the streets resealed. In addition, Howell is going to get estimates on repairing the sidewalks in the community.

### **Parking Committee:**

There were no parking issues this month.

### **Website Committee:**

Steve changed the pool rules on the website and added a Google search engine, which can also be used to search the Association's website. Finally, Steve reported that he changed the trash information to reflect the charge for certain special pickup items.

### **Architectural Control Committee:**

One homeowner requested that he be allowed to use composite decking (Trex). This is approved by the Board as long as a natural wood color is used.

The second home inspections will be done this month. Rich wants to be present for specific inspections, as there have been a lot of complaints by other residents about a particular homeowner's properties. Howell will mail out the second notices to homeowners this month.

### **Management Report:**

Howell did not have any additional information to report.

### **Old Business:**

There was no old business to discuss.

### **New Business:**

George proposed repaving the basketball court and replacing the backboards.

Steve found a website that outlines homeowners' and Homeowner Association Rights. He proposed putting a link to this site on the Association's website.

Both of these items were tabled for Board review.

The Motion to adjourn was made by Don at 9:45 pm; Motion seconded by George and was carried unanimously.