

PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Robinson Secondary School – Cafeteria
Tuesday, March 12, 2013

Present: Arthur Gile, Tammi Jackson-Griffin, Rich Juchnewicz, Steve Lubore, Curtis McGiffin, Joan Murphy, Joe Underwood, Jeff Lawrence, Capitol Property Management representative and nine residents.

Absent: Joanne Biagi, T.J. Hanton.

Call to Order: The meeting was called to order at 7:07 P.M.

Open forum for Homeowner time: Mike Essig announced “bike to school day” on May 8th. He is organizing the community and needs parent volunteers. Children and volunteer parents will bike ride two and one half miles to Old Creek Elementary School. Mike will prepare an article for the quarterly newsletter with more information.

Curtis mentioned clean-up day on April 20th and advised he would sign off on volunteer hours for students.

A resident complained about the parking spaces marked “visitor” never being available for guests. These spaces are being used by residents while their assigned spaces are left empty. She suggested only cars with a guest pass or temporary pass be allowed to park in a space marked “visitor.” Joe Underwood recognized that this situation is a problem as there have been other complaints from neighbors. The Board listened to possible solutions and agreed to discuss this further.

A resident questioned the wording on the website regarding parking on the cement portion of the streets. Steve said he would look into this.

A resident from Malone Court questioned the proposed budget for landscaping and the reserve study that is done every five years. He claimed he has been asking the Board to fix a drainage problem on Malone Court for five years. Rich explained that three different projects were tried. The resident claimed previous projects “had no effect” and he suggested using Reserve Account dollars to improve the drainage problem. Steve explained that the Reserve Study does not address erosion. After much discussion, Jeff Lawrence asked that this issue be sent to him in writing as a formal request.

A resident requested Curtis to identify erosion problems behind the houses on Malone Court

Mike Essig questioned what the Association would do in the event of a disaster that resulted in a financial burden. Rich explained the options available, i.e., insurance, loan, and/or assessment.

Approval of Minutes: Joe motioned that the February, 2013 minutes be approved as amended. Steve seconded the motion and the Board agreed.

President's Report: Rich responded to the resident's inquiries. He reiterated that Board members are volunteers and can't do everything. More people getting involved, serving on committees and donating their time will improve the community.

Treasurer's Report: Steve went over the Financial Report and discussed investments.

Architectural Control Committee: Rose Bailey and Tammi will start the spring inspection on Sunday, March 17. The condition of the community's mailboxes was discussed. Jeff Lawrence asked Tammi to check the mailboxes during their walk through.

Communications and Website Committee: Curtis requested newsletter articles by Sunday, March 17. He advised the newsletter would remain digital and a mail out would go out with the April invoices.

Curtis mentioned including the information regarding spring clean-up on the message boards.

Pool: Joan presented three estimates for replacing the pool fence. The Board discussed the proposals. Joan motioned that Custom Fence and Repair, Inc. be awarded the contract for \$25,662. Joe seconded the motion and the motion passed unanimously.

Streets and Sidewalks Committee: Art reported on the black path from the pool to the tot lot. He advised that there is significant cracking and needs repaving. Capital Property Management will get three estimates. Art volunteered to walk through with the contractors.

Environmental Committee: The area along Braddock Road to Sideburn Road was discussed. Dominion Power was asked to clear the underbrush, trash, vines, and removes trees. Once the area is cleaned up Davey Landscaping could plant holly trees etc.

Curtis mentioned that a tree trunk needed to be removed on Carriage Park Road.

The Board discussed tree maintenance in the community. A free day of work by our landscaping service was negotiated with the new contract. Curtis volunteered to identify work to be done.

The trash problem in the community was discussed. Several residents described a situation that occurred after trash removal causing a heated discussion. Since the trash problem is such a large issue, Joe suggested forming a committee to tackle the problem and come back to the Board with recommendations. A resident suggested the community use trash cans only. Other suggestions were to post signs, send letters to violators and impose fines. Rich suggested neighbors should talk to neighbors if they observe a violation. If the situation continues email the Board. The assessments can go from a warning to \$50. each incident. The issue did not come to any conclusion and was tabled at this time.

Parking Committee: Joe advised that the two hearings for parking violations have been delayed until the next meeting.

Old Business: Joe Underwood reported on the Neighborhood Watch program status. Joe talked about the required training. Every member of the Neighborhood Watch has to attend a training session and no one from our community attended the last training session.

Joe is trying to schedule another training session and needs 10 people to sign up to attend. In the meantime, residents are encouraged to be observant and report any irregularities.

New Business: The Board discussed the speeding issue in the community. Rich asked Capital Property Management to look into raised walkways. Jeff Lawrence suggested bigger speed bumps and painting the speed bumps. He offered to check with Fairfax Paving.

The LED lights were discussed. Mike Essig advised the Board that he has not completed his study on the energy savings. Steve talked about a 30% to 70% savings and suggested replacing the current lights with LED bulbs. Curtis suggested we table the light issue until April when the studies are available.

Adjournment: The regular meeting was adjourned at 9:10 P.M.

Executive Session: Executive session was called to order at 9:15 P.M.

The Board discussed guidelines for replacing resident owner parking permits. A resident owner permit is for use by the owner only to have access to the community. If the initial parking permit is lost, the Parking Chair will issue a replacement. The second request will require the resident owner to come before the Board and explain what happened. The numbers on the lost passes will be given to Dominion Towing. If the lost passes are used to park in the community, Dominion is authorized to tow.

Adjournment: The Executive Session was adjourned at 9:20 P.M.