

**PARK WEST COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**Robinson Secondary School – Room 504**  
**Tuesday, May 13, 2014**

**Present:** Joanne Biagi, Arthur Gile, Steve Lubore, Curtis McGiffin, Joe Underwood and Rose Bailey, Capitol Property Management representative.

**Absent:** Tammi Jackson-Griffin, T. J. Hanton, Rich Juchnewicz, Joan Murphy.

**Call to Order:** The regular meeting was called to order at 7:08 P.M.

**Approval of Minutes:** No minutes.

**President's Report:** Curtis discussed an advertisement on George Mason University's web site for a five bedroom, four bathroom rental. Rose agreed to contact the homeowner.

A delinquent account that was sent to legal has been satisfied along with the attorney fees.

Curtis reported on the spring clean-up day.

**Treasurer's Report:** There were no April financials in the Board meeting package provided by Capitol Property Management. Steve reported that the association is doing well financially. There are, however, resident accounts that are delinquent. He spoke about the 2014 budget and the current trash contract being the reason we are running over budget.

Steve discussed the savings from the installation of LED light bulbs.

**Architectural Control Committee:** The Board discussed a residence on Gainsborough Drive that has had many ACC violations. Letters have been sent and there has been no response. The Board requested that a letter be sent to the homeowner to appear at the June Board meeting. A translator may be needed.

The status of other violations was reported.

**Communications and Website Committee:** Steve continues to update the website.

Curtis reported that that he is publishing a short newsletter in mid-June. Articles will include recycling, parking rules and procedures, pool opening and upcoming pool events. The newsletter will be hand-delivered and mailed to non-resident homeowners.

**Pool Committee:** No report.

**Streets and Sidewalks Committee:** The Board discussed the need to repair and paint the speed bumps and curbs.

**Environmental Committee:** Clean-up day was April 26<sup>th</sup> and six to eight owners participated.

The landscaping by the pool has been completed and looks beautiful. The Board discussed adding more plants to each community entrance. Art asked about mulch for the tot lot.

A small motorcycle and gas can was put out with the garbage. American Disposal Service will not take these articles. The Board is attempting to find the owner of the vehicle.

**Parking Committee:** The Board discussed creating a special guest pass for Nannies. This was tabled at this time. Joe reported that more parking pass supplies have been ordered to handle the volume during the summer months for renewals. The parking committee reported they are still finding problems with owners understanding the parking rules and directions to obtain permits and renewals.

**Old Business:** The Board discussed the streetlights in the community. Carriagepark Court and the pool area have light fixtures that need repair. Power Systems Electric has been authorized to do the repairs.

**New Business:** Light post number 1 on Carriagepark Court has been dormant for several years. Several bids have been submitted to repair the light post. Curtis motioned to have Jon Robeson use Option B of his two bids not to exceed \$6,000 with the addendum added by Rose. Option B is less disruptive and goes behind homes instead of under the front sidewalks. Joanne seconded the motion and the Board agreed.

The HOA received two different leases for the same residence. Joe volunteered to call the owner.

Curtis tabled purchasing new street signs until the July meeting.

**Adjournment:** The May meeting was adjourned at 8:45 P.M.