

Minutes of the PWCA Board Meeting
Tuesday, July 24, 2001

The monthly Board of Director's meeting was convened at 7:05 P.M. at Robinson High School. In attendance:

James McHugh, President
Elise Converse, Treasurer
Kristen Cigler
Paul Downey

Don McBride
Pam Switzer
Heather Villavicencio

Also in attendance: Kevin Berry, Environmental Committee Chair, Renata McHugh, Pool Committee Chair and 5 community residents.

The minutes for the June 2001 meeting were formally approved as posted on the Web. **Motion to accept was made by Jim McHugh, seconded by Kristen Cigler and the motion passed unanimously.**

Treasurer's Report:

Elise Converse reviewed the June financials and pointed out several areas of interest on the statement. Jim McHugh requested that it be noted in the minutes that the Association's uncollected dues was running about 1%.

Environmental:

Kevin noted that the trash violation fine letters from the adjusted policy had not been mailed yet and that some fine-tuning was left. It was noted that the letter should be out by the end of the week. There was some concern that a lot of the fines were back to back, i.e., just two or three days apart which really did not give people time to receive a notice letter and adjust their actions. **Kristen Cigler motioned that any trash violations subject to fines that occurred twice in a five-day period would only be subject to one fine. Jim seconded the motion and the motion passed unanimously.**

Kevin discussed the Association's tree removal progress and noted that about \$2,500 had been spent removing trees that appeared to be in danger of falling. He said that there is one additional tree to remove, and some near Treasure Court that are leaning and must come down. Kevin also noted that there was an adjustment due the Association on a future bill for work not done on the last go through for which the Association was billed. The Board discussed at length several specific tree problems. The homeowner assigned to space 592 requested that a tree be removed because it was dripping sap on his car. Kevin said that if the tree were trimmed straight up the car could be avoided, but the tree would not only look strange it would be lopsided and perhaps unstable. He said another option is to remove the pine and put in something else. Kevin estimated that it would cost \$200 to take the tree down. Paul Downey said he did not want to pay for the tree's removal or take down a live tree that was healthy. The Board pointed out that the tree is on common property and not on the homeowner's private property. **After some discussion, Jim McHugh motioned to remove the tree from space 592, Kristen Cigler seconded it. Paul Downey voted against, Jim McHugh, Elise Converse, Heather Villavicencio, Pam Switzer, Kristen Cigler and Don McBride voted for and the motion passed.**

Don McBride requested that several days notice be given to homeowners in the immediate area that tree work would occur that could affect them.

Second, there followed discussion about the leaning trees behind Treasure Court. While they are leaning, Kevin was not really sure how the problem would best be handled. He said he would meet with J&L Tree Service and e-mail the Board with their recommendations.

Third, the high privet hedge near the school bus stop at Carriage Park Road was discussed. It was noted that, in the past, the Board trimmed this hedge. The homeowner would like the Board to trim the hedge again. Jim stated he did not want to use community funds to trim private property since the hedge is not strictly on common ground. **Ultimately, a motion was made by Jim McHugh to get an estimate and submit it to the homeowner for payment. If the homeowner took the position that the hedge was the Board's responsibility, the Board would then remove the hedge. Kristen Cigler seconded the motion. The vote was unanimous and the motion passed.**

Jim asked Kevin to look into new plantings throughout the property since some landscaping was written into the current budget. Kevin said he would call several places. Both Pam Switzer and Elise Converse recommended Area Landscaping, a local firm, which specializes in commercial work. Kevin stated he would e-mail everyone when this was done.

Fourth, the Board also discussed the tree at 4761 Treasure Court, which the homeowner felt needed to be removed since it is heaving up the sidewalk. He was afraid that it was also threatening his foundation as well. The main problem was that the tree did provide shade and it's removal would leave an obvious gap. Jim asked what would happen if we just trimmed the roots. Heather stated that she didn't want to continue removing healthy trees. Don McBride pointed out that we have allowed removal of trees in the past due to damage to sidewalks from surface tree roots and the like. Don believes that we need to be consistent. The Board noted that it might be worthwhile offering to split the cost of trimming the roots in an effort to save the tree. Kevin again stated he would consult with J&L Tree Service and get back to the Board with their recommendation.

Fifth, the Board discussed the townhouse on Carriagepark Road that requested trees be planted as a sound barrier to noise from Braddock Road. This had been looked into in the past and apparently the county indicated they would not consider a sound barrier for the property until Braddock Road was widened to six lanes. Jim noted that we would be hindered in tree planting by an existing easement on the ground in question. Jim said that he would once again request the county install a sound barrier and that he would get back to the homeowner with their response.

Kevin noted he has called other trash companies for bids on our trash service since our contract expires in January. Don McBride suggested that we withhold payment from AAA/Rainbow if they do not pick up loose trash after they dispose of trash at drop off points. Jim McHugh stated he would call AAA and tell them the Association would withhold 10% of their contract amount if their men did not pick up after themselves. Someone noted that AAA might decide not to pick up at all in retaliation of such an action. Jim said he felt that 10% is a low enough figure that he didn't think AAA would react in such a fashion. Pam Switzer said we needed to put something like this in writing. **Jim McHugh motioned that the Environmental Chair send AAA a letter, return receipt requested, discussing their worker's lack of compliance with the contract and our intention to withhold the 10%. Pam Switzer seconded the motion; it passed unanimously.**

Pool Committee:

Pool Chair Renata McHugh reported on the funds earned in Sunshine Dollars and how it offset various expenses associated with the pool. The pool party came in under budget, with some help from the weather. The diving board needs to be replaced for a cost of \$650, plus tax. **A motion was made by Paul Downey that the Association purchase a new diving board, and it was seconded by Jim McHugh. The motion carried unanimously.**

Renata mentioned that lighting work was needed at the pool, that breakers kept popping and some lights are out. She said a written estimate is due - approximately \$700. There was not enough money left in the lighting budget. It was decided that the pool needed to be well lit and it was decided that Renata should call Becker Electric and e-mail the Board with the bid.

Planning for the adult pool party was reviewed. The Party is scheduled for August 18, from 7-10 and will be catered by Brion's Grill. The pool will be closed early that evening and Atlantic Pools will arrange for a lifeguard to stay on duty throughout the party.

Finally, Renata announced that the pool received a settlement of \$300 to repair the doors that were broken by local vandals. Jim read an article published in the local Sun Gazette regarding the spate of vandalism at area pools.

Don McBride discussed getting pool passes to renters who cannot get their owner to fix their rental unit and bring it into compliance so that they (the renters) can get pool passes. Jim mentioned that Virginia state law provides renters procedures to go against their landlord when all amenities promised in a lease are not provided. **Don motioned that the Board establish some sort of procedure to enable renters to get pool passes when they have exhausted all avenues of pursuit against their rental unit owners to get the items cited as in violation of the architectural guidelines fixed. Paul Downey seconded the motion. Ayes: Don McBride, Kristen Cigler, Paul Downey Nays: Jim McHugh, Elise Converse, Heather Villavicencio. Pam Switzer abstained. The motion did not carry.**

Architectural Control Committee:

Rich was not in attendance. The second notices were due to be mailed; there were not too many going out.

Communications:

The newsletter deadline is the end of September. Heather wondered if anyone had anything they wanted to contribute. Renata said she would write something up about the pool, Heather said Rich said he would write up something about the ACC workings.

The Board thanked Kristen for her efforts on the Community Guidelines. Heather mentioned that the wording on the staining of the sheds and fences was not clear; this was discussed and it was decided to leave it the way it was. There followed some discussion about mailing the Guidelines to everyone immediately. It was ultimately decided that, because there would be changes in the fall with the elections, a notice that the booklet was available to anyone interested would be put in the newsletter and that the booklet would also be posted on the website. Otherwise, the Guidelines would be mailed in January after the new officers were elected.

Community Watch:

National night out is August 7, 2001. Paul Downey announced he was able to get a fire truck from the Fairfax City station to come out for a visit. **Paul made a motion that \$150 be allocated for food for the festivities. Heather seconded it. The motion passed unanimously.** Paul mentioned that he gets copies of the criminal activity reports and that really nothing much happens near the Park West Community.

Streets and Sidewalks:

Jim McHugh reported that the major street and sidewalk projects were all complete. He said that only eight cars were towed in the entire paving process. He briefly discussed the damage to the lots caused by the Domino's delivery person and said that our attorney notified Domino's demanding payment of the \$2,500 the Association was charged to reseal the lots. Our attorney thinks Dominos will pay the bill. We have not received word from the homeowner of the house where the pizza was going. Pam Switzer inquired as to our ability to receive reimbursement for our attorney's fees and Jim said that, according to our attorney, we cannot ask for attorney fees until it goes to litigation. The Association has received a letter from Fairfax Excavation stating that the repairs in question needed to be done. Additionally, there are several homeowners who witnessed the driver moving the barricades and entering the property.

The Board reviewed the need to paint the railing at 4816 Carriagepark Road. Jim said he would get an estimate to sand, paint and repair the railing.

After some discussion about two cracks in the new paving, Pam Switzer motioned to have the cracks fixed under the warranty provisions of the job. Heather Villavicencio seconded the motion. It passed unanimously.

Last year, Jim McHugh started a project to ensure that all cars parking in the Park West Community lots were properly registered, tagged and stickered. He recently talked to the West Springfield police station about enforcing all the laws that pertain to insuring that vehicles are properly registered as well as enforcing speed, reckless driving and stop sign laws. Jim said that the Officer he spoke to requested that we update our written request to have the police on our property for the purpose of enforcing these laws. **Pam Switzer made a motion that this request be updated. Jim McHugh seconded it. It passed unanimously.**

Web Site:

Jim said that hits are going up on our web site. He is updating the site more frequently. He also said that so far 28 people have signed up for an e-mail blast whenever the web site is updated. Jim also said he was updating the look of our website.

Architectural Business:

Jim announced that we had three homeowners that requested they be allowed to speak about recent architectural violation notices. Jim stated that the Board would go into an executive session and hear each homeowner privately. He also explained that the votes would be made privately in executive session and each homeowner would be notified, in writing, of the Board's decision.

New Business:

After reconvening an open session, the Board set the dates of the meetings for the rest of this calendar year: They are: August 15, September 19, October 24 and November 15 (this last meeting date being determined by the bylaws).

The meeting was closed at approximately 10 P.M.