

**Minutes of PWCA Board Meeting  
Thursday, April 11, 2002  
Robinson High School**

The meeting was called to order at 7:11 PM.

**In attendance were:**

Jim McHugh – President  
Paul Downey - Vice President  
Joanne Biagi  
Kristen Cigler

Rich Juchnewicz  
Don McBride  
Heather Villavicencio

Kevin Berry – Environmental Chair  
Renata McHugh – Pool Chair

Judy O'Rourke – Koger Management Representative

**Absent were:**

George Burgee – Treasurer

Elise Converse - Secretary

Jim motioned to approve the March minutes, Kristen seconded, motion carried unanimously.

**Pool Committee**

Renata presented a request for caulk repairs on the pool deck seams for \$540. Jim motioned to approve \$540 for Atlantic Pool to make caulk repairs on the pool deck, Joanne seconded, motion carried unanimously.

The discussion turned to the summer Pool Parties (4<sup>th</sup> of July and Adult) and Renata asked for an increase in the funding from \$750 to \$1000. Kristen motioned to increase the funding for pool parties to \$1250 for both parties, Don seconded, motion carried unanimously.

The pool committee asked Judy (Koger Management) to get some competitive bids for painting of the pool house, both inside and out. Along with the painting, the Board would like to replace the damaged doors and also the older doors on the pool house to match the new. Jim motioned to purchase six new doors, Joanne seconded, motion carried unanimously. The new doors are scheduled to be in place by May 15, 2002.

Jim reported that the Electrician completed checks of the circuit breaker box at the pool house and said that it looked fine.

Renata also asked for some new trash cans for the pool area to replace the plastic ones. The Board tabled this request till the next meeting to acquire more information.

The Pool Committee requested that the Board look into reducing pool use guest fees to \$2.00 for all days. Jim motioned that the cost for guest entry to the pool should be \$2.00, 7 days a week, Joanne seconded, motion carried unanimously.

### **Environmental Committee**

Kevin had several announcements, first one being the Community Clean-up Day, scheduled for 20 April, meeting 9:00am at the Tot Lot.

Trash violations – Several homeowners requested to meet with the Board, but none showed. Violations and fines will stand as is.

He also gave the Board a run down the chemical dump that occurred over by the tot lot last week. Several residents noticed a resident dumping liquid near the water drainage area by the tot-lot. The concerned residents called Kevin Berry and Jim McHugh who came out and immediately investigated the situation. There was a distinct chemical smell and Kevin Berry called the Fairfax County HAZMAT for further investigation. A Fairfax County HAZMAT Fire Marshall responded, couldn't find the site, spoke to the homeowner and left the community. Kevin Berry was notified of the situation by the HAZMAT officer. Kevin then called his superior and the officer was sent out to re-assess the area again. This time the HAZMAT officer found the correct site, made the homeowner dig up the contaminated soil, haul it off for incineration and gave a warning summons to the homeowner. The Board was not pleased with the actions of the HAZMAT officer. Jim motioned to send a letter to Sharon Bulova, copy to the fire marshall's supervisor on the handling of this situation Kristen second, motion carried unanimously.

The same homeowner has damaged several trees root structure in the area of his lot by chopping them up and removing them. Kevin would like to have the tree company look at the trees, assess the damage and see if the trees are savable. Jim motioned to send a letter to the homeowner informing him that if the trees are damaged and need to be removed, the homeowner will pay for the removal and replacement of the trees he damaged, Kristen seconded, Kristen, Jim, Paul, Rich, Joanne and Heather voted aye. Don abstained. The motion carried.

Last issue on Environmental Committee is the clean up of the planting area around the main entrance sign. Kevin has several volunteers who would like to do the work and has requested funding for new plantings. Jim motioned to approve \$350 to the project, Joanne seconded, motion carried unanimously.

Don motioned to accept the Bid from Anomaly Graphics for approximately \$6,500 (tax not included) for the Roberts Road entrance sign, Jim seconded, motion carried unanimously.

Jim brought up about the Environmental Ground Studies and asked Judy for some names of Engineers who could do the project. Judy said she would get some names to Jim the following week.

## **Welcoming Committee**

Noted that the Christmas Decorating Contest checks were still lost. Jim motioned that Koger re-issue the checks, Paul seconded, motion carried unanimously.

Article/booklet for new community members was discussed along with Welcome Baskets for new homeowners. Rich stated he was working on updating the ACC Regulations for the Community Guidelines packet and asked if anyone had any additional changes to make. When the changes are complete he will have the packet posted to the web. He also stated he would check with several area stores about providing welcome baskets.

## **Website**

Jim stated the website payment was due for this year. Joanne motioned that we pay \$137 for the year to keep the website, Paul second, motion approved unanimously.

## **Streets and Sidewalks**

Our tow company now has digital photo capability. All violations will be sent to Jim via e-mail. This will allow Jim to forward this information to the homeowner in a more timely fashion. It also makes finding the requests easier.

Some homeowners asked about "King" towing in the community, Jim will check into.

Need to update the parking spaces to the homes. Jim and Rich will work the over the next month or two.

Paint on streets and speed bumps. Issue tabled till next meeting for more information from paving contractor.

## **Community Watch**

No officer showed to review program. Paul announced that the committee will be meeting in May.

## **Communication Newsletter**

Articles due to Heather no later than April 22<sup>nd</sup> for inclusion in the newsletter. Response to the Directory survey has been slow, but approximately 30%.

## **Architectural Committee**

Rich noted that the ACC inspections will start on April 15<sup>th</sup>, with letters going out to homeowners the following week. Judy has been asked by the Board to note where Cox Cable has lines still not buried in the ground and the board will send Cox a letter, noting the addresses and with a copy to Fairfax County Committee reviewing their customer service.

## **Treasurer's Report**

Jim had several questions on the budget. Why are our Bank Charges so high? Specifically the months of October 2001, December 2001, and February 2002.

What's the misc. income of \$270 in December 2001?

Sign Maintenance of \$47 in January 2002?

Why is there \$105 in bank charges from October through February?

Judy stated she would review and get back to the BOD with the answers to these questions.

Judy asked the Board for some clarification about late assessments and when to send them to collection. Jim made a motion to re-affirm the standing practice of sending anyone 2 or more quarters in arrears on assessments should be sent to collections. Seconded by Rich. Motion approved.

## **Miscellaneous**

A homeowner requested (via e-mail) that permission be granted to drive a 10-ton truck on common ground/gas line easement to facilitate dirt delivery. Board denied request (via e-mail) based on community by-laws that do not permit vehicles on common ground.

Kristen motioned to adjourn the meeting, Jim seconded, motion carried unanimously. Meeting adjourned 9:10pm.

Next meeting is Wednesday, May 8<sup>th</sup> at 7:00pm at Robinson HS Recital Hall.