

PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
PWCA POOL
Tuesday, August 14, 2012

Present: Joanne Biagi, Arthur Gile, Tammi Jackson-Griffin, Steve Lubore, Curtis and Laura McGiffin, Joan Murphy, Bob Ritchie, Joe Underwood, Jeffrey Lawrence, Capitol Property Management President, Randy Lyon, Capitol Property Management representative, and two community residents.

Absent: Don McBride and Joe Underwood.

Call to Order: The meeting was called to order at 7:05 P.M.

Open Forum/Homeowner time: No open forum needed.

Approval of Minutes: The July minutes were approved.

President's Report: Rich introduced Jeffrey Lawrence, Capitol Property Management's president and Randy Lyon, Capitol Property's representative.

Treasurer's Report: Treasurer, Steve Lubore reported that the association is doing well financially. There are, however, unpaid resident accounts that are longstanding.

The Board discussed the budget and significant expenses. Capitol representatives reviewed the July income and expense statements.

Architectural Control Committee: Steps and stoops were discussed. The Board requested Randy to re-inspect the steps in the community and report on their condition.

Communications and Website Committee: Curt advised the deadline for newsletter articles is August 27th in order for the newsletter to go out with the October invoices.

Steve reported that the web site is up-to-date.

Pool Committee: Joan Murphy discussed the third annual Chili Cook off scheduled for September 1st and the recent vandalism at the pool.

Rich asked about replacing the fence at the pool. Randy volunteered to obtain estimates. Joan volunteered to look into options.

Streets and Sidewalks Committee: Fairfax Water Authority has fixed the water meter housings. All have been lowered back into the ground.

The concrete repair project in the community went well with a minimum of inconvenience and no response from residents.

Environmental Committee: Curt advised that he is planning a fall clean-up in October. Details will be in the newsletter.

Parking Committee: The Board discussed issues regarding the parking permits and towing. There will be a parking meeting for the community within a few weeks.

Old Business: Curt reported that the display signs have been lowered and are usable. He will post the Chili cook off and yard sale announcements.

The Board discussed Blade Runners current proposal for arbor-care throughout the community. Curt and Rich added additional maintenance to the original proposal. Steve motioned that we award Blade Runners the proposal not to exceed \$12K. Bob seconded the motion and the Board agreed.

The Replacement Reserve Study was questioned. Randy Lyon volunteered to verify the status of the study.

The Board discussed the due process/collections resolution and the resolution regarding access/charges to association books and records. Steve introduced a resolution for approval. The Board and Capitol Property Management agreed to table this discussion until Joe Underwood had an opportunity to prepare drafts to be submitted to our attorney for review. Randy will present the document for approval at the September Board meeting.

The removal of the old basketball equipment was discussed. Rich advised that American Disposal Service will pick up the old equipment and we will replace two basketball hoops at the sport court. He is looking for an adjustable steel backboard. Capitol Property Management offered options.

New Business: Solicitors in the neighborhood was addressed. There are “No Solicitor” signs in the community. However, they do not apply to political and religious solicitors. Capitol Property Management will send a letter to other advertisers who place literature on homes.

Kyle Purdy volunteered to organize a yard sale in the neighborhood. The Board agreed that the yard sale should be located on the grass area near the pool and people could park at the pool parking lot. The date and time was set for September 8th between 8:00 A.M. to 12:00 P.M. Steve volunteered to update the website and Curt offered to post the yard sale on the message boards.

Adjournment: The meeting was adjourned at 8:30 P.M.