

PARK WEST COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Robinson Secondary School – Room 504
Tuesday, March 13, 2012

Present: Joanne Biagi, Arthur Gile, Rich Juchnewicz, Steve Lubore, Don McBride, Laura and Curtis McGiffin, Joan Murphy, Bob Ritchie, Joe Underwood, Karen Conroy, Capitol Property Management representative, and nine community residents.

Absent: Tammi Jackson-Griffin.

Call to Order: The meeting was called to order at 7:16 P.M.

Approval of Minutes: N/A

President's Report: N/A

Treasurer's Report: Treasurer, Steve Lubore reported that the association is doing well financially. There are, however, unpaid resident accounts that are longstanding. Steve announced that the reserve fund has hit a milestone with over \$600K in the reserve account at Morgan Stanley Smith Barney. He identified CD's and Government bonds that will be coming due this year.

Architectural Control Committee: Karen Conroy advised that the spring inspections have started. The yearly inspections maintain standards throughout the community. The Board discussed the violation process.

Communications and Website Committee: Curt reported that the quarterly newsletter will be distributed next week. A list of block captains and their telephone numbers will be in the newsletter. In addition, an article about the neighborhood watch will contain the non-emergency telephone number for residents to report any criminal activity.

Steve will update the website with the newsletter plus the block captain information.

Laura advised the Board that there will be a block captain meeting on March 21st.

Pool Committee: Joan Murphy stated that the pool pass applications plus rules and regulations will be going out with the April invoices. Applications should be returned to Capital Management by April 30th to ensure passes will be received by opening day.

Joan reported that additional pool furniture has been ordered.

Streets and Sidewalks Committee: Trip hazards created by water meter housings have been identified and communicated to Fairfax Water for removal. Karen was asked to call the water authority again to fix the problem.

Streets and Sidewalks Committee Chairman, Art Gile presented a list and photographs of trip hazards and sidewalks in need of repair to the Board. In some instances it appeared that tree roots caused the sidewalks to buckle. Joe motioned that Karen obtain bids on having the sidewalks repaired. Curt seconded the motion and all agreed. It was suggested that the work be done in phases with the most critical areas repaired first. It was noted that while shopping for contractors to repair the sidewalks the possibility of mud jacking should be addressed.

The community spring clean-up day was scheduled for April 22nd at 1:00P.M. Volunteers will meet at the tot lot.

Steve motioned that the outside white lines that are painted on the community parking spaces be painted black. Vehicles parked within those lines do not mean the car is close enough to the curb to be legally parked and are confusing. Curt seconded the motion and volunteered his son to paint the lines black as part of his community service. The Board agreed.

Environmental Committee: Karen presented an estimate to do tree pruning and clean-up brush piles in the common areas. Steve motioned to accept the estimate from Blade Runners not to exceed \$1,050.00. Curt seconded the motion and the Board agreed.

Rich discussed the chestnut tree in our community.

Parking Committee: Nine residents attending the Board meeting were present to discuss the new parking permit system. Each resident spoke about an individual scenario and Joe Underwood responded to their concerns. Rich suggested that we get the system started and address each case later. It was agreed that we have to have a starting point and the Board would revisit individual issues on a case-by-case basis. Joe Underwood assured the residents that the Board and the Parking Committee would work with everyone in order to make the system successful.

Joe discussed problems with some of the applications. It was agreed to discuss this in the Executive Session immediately following the regular meeting.

Joe outlined the Parking Committee's recommendations as follows:

1. That an extended "temporary permit" be issued in certain cases. A date would be on the permit not to exceed 60 to 120 days. Steve motioned that we accept this proposal and Curt seconded the motion. All agreed.
2. In the case of a one-car home, the resident would receive one permit for the car and two guest permits. Joe motioned that we accept and Joanne seconded the motion. All agreed
3. The pool parking lot could become available as space permits. Normally there would be no overnight parking or parking during the pool season permitted. Permits would be required and each request would be considered on a case-by-case basis. Steve motioned that we accept and Curt seconded the motion. All agreed.
4. If a guest pass is lost there is a permit replacement fee of \$25, for the first replacement. The second one requires the resident to come before the Board. A replacement pass will not be issued until the resident appears before the Board. In the case of a new car

purchase, the old permit or partial permit has to be return to the parking committee to obtain a new permit. If the old permit is not returned, the new permit will cost \$15. Joe motioned that we accept this recommendation and Curt seconded the motion. The Board agreed.

The Board discussed the placement of the resident parking permit. The Board agreed that the permit would be placed on the inside glass window of a car. Joe Underwood volunteered to talk with Dominion Towing regarding the placement of a permit on a motorcycle.

Joe advised that the permits will be given out at the pool between 10 A.M. and 4 P.M. on April 14th and from 12 noon to 4:00P.M. on Sunday, April 15, 2012. Residents must show ID to receive their permits.

Old Business: The Easter egg hunt is scheduled for April 7. This event is in need of a person to organize and run it. Joe Underwood offered to work on getting a volunteer.

The neighborhood watch was discussed. Joe Underwood plans to reinstitute a neighborhood watch in our community. Each volunteer will only spend 2 to 3 hours of their time per month.

Bob Ritchie questioned if there is any way the community could be notified of incidents in the neighborhood. An email announcement was suggested.

The Board discussed the process in reporting disturbances in the neighborhood. Rich explained the "0" tolerance policy and reiterated the non-emergency telephone number for the police, 703 691-2131.

New Business: The recent robbery on Carriagepark Road was discussed. The importance of locking doors was emphasized.

Having electric cars and the need for a power station was brought up. At present there are none in the neighborhood but there is a process for purchasing and installing a charging station. The power company would come out, choose the location and install a power unit.

Adjournment: The Board entered into an Executive session at 9:36 P.M.

Executive Session Business Decisions: A resident appealed at towing charge on February 5th. The pictures taken show the rear tire was not on the concrete gutter and the appeal was denied.

Joe Underwood discussed discrepancies in some of the parking permit applications. Joe motioned that if an application contained misleading information or was falsified, the applicant could have their parking privileges suspended until they came before the Board. The Board agreed that a temporary pass should be issued with an expiration date of the next Board meeting. Steve seconded the motion and it passed unanimously.

Delinquent accounts were discussed. Five are presently in legal and another one was added.

Adjournment: The Executive session and Board Meeting was adjourned at 10:15 P.M.