

Minutes
 10 October 2023
 Foxvale Farm Homeowners' Association
 HOA Board Meeting

HOA Board Members Present?					
Laszlo Zsidai, President	Y	Linda Koppier, Secretary	Y	Brian Kainec, Newsletter	Y
Dolly Whelan, Vice President	Y	Randy Long, Common Area		Josh Powers	
Megan Stinson, Treasurer	Y	Jordan Sembower, Web Site	Y	Matt Westbrook	Y
Architecture Control Committee (ACC) Members in Attendance					
David Clark		Anne Kainec			
Guests					
None present					

Agenda:

- Approval of September 2023 HOA Board meeting minutes
- Architectural Control Committee Report
- Action Item Review
- Treasurer's Report
- Common Area Maintenance
- Other Topics, as Needed

Discussion:

- The meeting was called to order at 7:05 pm.
- The minutes for the September HOA Board meeting were approved by the Board.
- Architectural Control Committee
 - o 923 Riva Ridge Drive
 - The homeowner received a copy of the ACC guidelines as part of the settlement papers when the house was bought.
 - A new front door and windows have been installed that do not meet the ACC Guidelines. The homeowner had not applied to the ACC for approval before installation. The homeowner was informed by the chairperson of the ACC about the ACC Guidelines and that an approval by the ACC of the door and other outside improvements is required.
 - After the homeowner was informed of the process for ACC approval, she requested approval for changes for the home, including the replaced front door, the replaced windows, painting the brick, and new outside lights.

- The ACC disapproved the already-replaced front door and windows because they do not conform with the ACC Guidelines and informed the homeowner of the decision via email. The homeowner appealed that decision via an email to the ACC Chairperson, Ms. Nancy Keefe, with the request that Ms. Keefe forward the email to the HOA Board. The homeowner's request is being considered by the HOA Board in this meeting.
 - The motion was made and seconded to deny the homeowner's appeal to the HOA Board of the ACC's disapproval of the front door and the new outdoor lighting. The motion passed unanimously. Mr. Zsidai will send a letter to the homeowner conveying the HOA Board's decision.
 - Ms. Nancy Keefe is planning to step down from the ACC and her role as its chairman. Mr. David Clark has agreed to assume the role as chairperson.
 - 10734 Wynkoop Drive submitted a request for a front walkway enhancement. The ACC approved that request.
- Previous action items were reviewed and updated in the table below.
- Treasurer's Report
 - Ms. Stinson has opened a new account with Live Oak Bank at 4%. The current balance in that account is \$72,000. She will add Mr. Zsidai as a back-up for the account. This action closes action item 2023-6.
 - Ms. Stinson has also created a Gmail account, Treasurer.FoxvaleFarm@gmail.com, so that all of the correspondence related to the treasurer's activities are maintained together.
 - Brian Kainec has two checks from sponsors for the Foxy Gazette that he will provide Ms. Stinson.
- Mr. Kainec reported that The Foxy Gazette, the HOA's new newsletter, was distributed by hand to all HOA homes.
- HOA Streets
 - Regarding action item 2023-7, Mr. Kainec reported on his activity to get drivers to fully stop at the stop sign at Wynkoop Drive and Riva Ridge Drive. Mr. Kainec has identified an appropriate place to paint a stop bar. He is familiar with the requirements for the stop bar. By the November 2023 HOA Board meeting, the stop bar will be painted.
 - Regarding action item 2023-9, Mr. Zsidai reported that it is apparent that Foxvale Farm will not be on VDOT's repaving schedule for 2024. Ms. Whelan reported that she tried to contact VDOT regarding repaving HOA streets with little success. Ms. Koppier submitted a request to repave McMillen Ct. to the VDOT

web site along with a picture showing damaged pavement. She received a reply that VDOT would respond within 30 days to the request.

- Regarding action item 2023-8, Mr. Westbrook reported that he is working to find the appropriate contact at Washington Gas to get information about providing gas service to additional homes. Mr. Kainec will provide contact information from his previous dealings with Washington Gas.
- Common Area Maintenance
 - Mowing will continue through the end of October.
 - Mr. Long sent an email with status prior to the meeting.
 - Mr. Long plans to use any remaining common area funds to do an extra mowing of the common area that may need it for a cleaner look for the winter. Ms. Stinson reviewed the remaining funds in the budget and it appears that there is plenty left to cover this expense. A motion was made and seconded to give Mr. Long the authority to use extra common area maintenance funds for an extra mowing in November. The motion was passed.
 - Several large trees have been removed over the last few months.
 - Mr. Zsidai reported that Mr. Long is recommending planting more ornamental and large trees in the common areas as well as additional landscaping work at the Springvale entrance and the Wynkoop/Riva Ridge intersection. Mr. Kainec suggested that Sullivan Landscaping put together a landscaping approach for the HOA to consider. Ms. Koppier suggested that a plan emphasize planting large trees to replace the ones lost.
 - There is a tree that is hanging over the HOA's fence along Georgetown Pike. Mr. Kainec volunteered to cut it down.
- 2024 Budget
 - The HOA Board needs to set the dues amount for 2024. Mr. Zsidai and Ms. Stinson will meet to develop a draft 2024 budget with a recommendation for the 2024 dues amount.
- Chili Cookout Event
 - The Chili Cookout event will be 21 October 2023. No further action is needed by the HOA Board to support this event.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area
 - The first submittal by the homeowners of 1008 Springvale Rd. of their plan to restore the resource protection area (RPA) and our common area was not accepted by Fairfax County. The homeowner is submitting an updated plan "soon" but no date was provided.
- Brainstorming ideas

- Mr. Kainec suggested that we develop an overall pond beautification plan, including a dock and signage stating that the pond is private property and the fishing in the pond is “Catch and Release”.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 8:05 PM. The next scheduled meeting of the HOA Board will be held 14 November at the Great Falls Library at 7:00 PM.

Action Items

#	Created / Closed	Action
2023-1	6/13/2023	Determine the status of fences along the HOA’s perimeter on Georgetown Pike and Springvale Rd. and report back to the ACC. Assigned: Mr. David Whelan 7/11/2023: ACC has drafted letter to review/edit that will be sent to the homeowners responsible for the needed maintenance. 9/12/2023: The ACC still has the letter for review. 10/10/2023: Follow-up with ACC.
2023-6	9/12/2023	Contact three (3) banks for their rates for high yield savings accounts. 10/10/2023. Completed Assigned: Ms. Megan Stinson
2023-7	9/12/2023	Investigate approaches for getting drivers to observe the speed limit in the neighborhood and to fully stop at the Riva Ridge Dr. and Wynkoop Drive stop sign. 10/10/2023: Mr. Kainec has looked at the stop sign area and identified an appropriate place to paint a stop bar. He is familiar with the requirements for the stop bar. By the November 2023 HOA Board meeting, the stop bar will be painted. Assigned: Mr. Brian Kainec
2023-8	9/12/2023	Look into what is involved in getting gas service to more homes in the HOA. Call Washington Gas to get information for how to get gas service for more neighbors. 10/10/2023: Mr. Westbrook contacted Washington Gas and is trying to find the appropriate person to call. Mr. Kainec will provide Mr. Westbrook with contact information from his previous dealings. Assigned: Mr. Matt Westbrook

#	Created / Closed	Action
2023-9	9/12/2023	Work with VDOT to get Wynkoop Dr., McMillen Ct., Schindel Ct. and Van Dusen Ct. repaved. 10/10/2023: Mr. Zsidai reached out to VDOT. VDOT made minor repairs on Wynkoop. VDOT does not plan to pave the roads in 2024. Mr. Zsidai has the contact information. Dolly Whelan called the number to request that the roads be paved and she is waiting for a call back. Ms. Koppier submitted a request for repaving McMillen Court and received a reply that VDOT would respond within 30 days. Assigned: Mr. Laszlo Zsidai
2023-10	9/12/2023	Ask Sullivan Landscaping for their opinion on how to address drainage issues in the common areas. 10/10/2023: No update provided. Assigned: Mr. Randy Long
2023-11	10/10/2023	Convey to the 923 Riva Ridge homeowner the HOA Board's denial of appeal of the ACC's disapproval of the front door and the new outdoor lighting. Assigned: Mr. Laszlo Zsidai
2023.012	10/10/2023	The HOA Board needs to set the annual dues amount for 2024. Mr. Zsidai and Ms. Stinson will meet to develop a draft 2024 budget with a recommendation for the 2024 dues amount. Assigned: Mr. Laszlo Zsidai and Mr. Megan Stinson

Closed Action Items

#	Created / Closed	Action
2023-2	7/11/2023 Closed: 9/12/2023	Obtain key to the HOA's post office box from Mr. Tom Hixon. Assigned: Mr. Laszlo Zsidai 9/12/2023: Ms. Megan Stinson has a spare key that she will hand over to Mr. Zsidai.
2023-3	7/11/2023 Closed: 9/12/2023	Get a quote for replacing the HOA fence post caps with PVC board from a contractor and, alternatively, estimate cost for the HOA to purchase materials and have HOA volunteers do the work. Assigned: Mr. Brian Kainec 9/12/2023: Mr. Kainec reached out to several contractors. None got back to him. Mr. Kainec estimated the cost of the materials (40-2"x6" PVC boards and nails) to be approximately \$2,000.

#	Created / Closed	Action
2023-4	7/11/2023 Closed: 9/12/2023	Look into options for short term CDs in which to invest cash not imminently needed. Assigned: Mr. Jordan Sembower 9/12/2023: Mr. Sembower provided suggestions during the meeting.
2023-5	7/11/2023 Closed: 9/12/2023	Look into other banks for the HOA checking account. Assigned: Ms. Dolly Whelan, Mr. Brian Kainec 9/12/2023: Dolly reported that Apple Credit Union had unacceptable rates.