

Minutes
 9 January 2024
 Foxvale Farm Homeowners' Association
 HOA Board Meeting

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

Agenda:

- Approval of November 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 7:12 pm.
- The minutes for the November HOA Board meeting were approved by the Board.
- Treasurer's Report (Treasurer.FoxvaleFarm@gmail.com)
 - Dues collection is underway. 71 homes have paid so far with 44 outstanding.
 - The first payment was made to Sullivan Landscaping for the drainage project in common areas 3 and 4. See below for more information about this project.
 - Ms. Stinson requested that board members send her any requests for reimbursements for 2023 expenses by the end of January 2024.
 - We will ask David Whelan to audit the HOA 2023 financial report when it is ready.
 - Ms. Stinson sent the financial report as of the end of December to the HOA Board members prior to the meeting. As of the date of this meeting, the available cash balance is \$91K, which includes the funds received so far for 2024 dues. We have \$70K in a Live Oak Bank high yield savings account with \$14K in the Truist Bank checking account. The high yield savings account rate is currently

3.9%. We do not own any CDs at this time but will discuss that at the next meeting.

- Dues Payments
 - There have been 60 on-line dues payments made as of this meeting. Mr. Zsidai will send out an email to remind the homes with outstanding dues.
- Architectural Control Committee
 - It is unclear who will succeed Nancy Keefe as ACC chairman.
 - 923 Riva Ridge Dr.
 - A neighbor has complained that the dumpster in the driveway is overflowing. Ms. Whelan went over to the house, spoke to a worker and left a message for that homeowner. The homeowner had not returned the call at the time of this meeting. Mr. Zsidai will send the homeowner an email asking her to rectify the situation.
 - 915 McMillen Ct.
 - Ms. Whelan shared that a small shed has been put up at 915 McMillen Ct. against the garage with the same color as the garage. The homeowner needs to submit a request to the ACC for this structure. Mr. Kainec stated that the ACC has discussed how to handle different types of storage sheds on a property (e.g. standalone sheds, “closet” or “box” sheds). Ms. Whelan will send Mr. Kainec a picture of the shed and he will discuss it with the ACC.
 - There are no other ACC actions outstanding.
- Cut-through Path between Wynkoop Dr. and Terkes View
 - There is nothing that the Foxvale Farm HOA can do to keep the pathway open to Terkes View from Wynkoop Dr. The current cut-through is on private property, not on the common property in that neighborhood.
- Common Area Maintenance
 - Common areas 3 and 4 have drainage problems that need to be addressed. Mr. Long, Mr. Zsidai, and Mr. and Mrs. Koppier walked common areas 3 and 4 with Mr. Mike Sullivan of Sullivan Landscaping in December to discuss options. Afterward, Mr. Sullivan provided quotes to the HOA Board for a 4-part project to solve the identified problems. Through emails among HOA Board members, the first 3 parts were approved to start in December 2023. Sullivan Landscaping has started work and cleared out the debris in one section. Mr. Zsidai and Ms. Koppier walked the area on 9 January 2024 to see how the water flowed through the area during a major rain storm. The water eventually does flow into the pond but there is a lot of flooding throughout the area that needs to be channeled.

- Mr. and Ms. Koppier are interested in building a barred owl house and putting it in common area 3 behind their home. She will submit a request to the ACC.
- Mr. Kainec is working on bat houses for the common area.
- Community Fence
 - Mr. Kainec recommended that the fence post caps be fixed during a neighborhood event. The post caps could be made ahead of time. Mr. Kainec will organize a fence maintenance event on 27 April 2024 with a rain date on 4 May 2024. See action item 2024-1.
- Previous action items were reviewed and updated in the table below.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area
 - There is no update on this issue. Mr. Zsidai will follow-up with the Fairfax County representative. See action 2024-2.
- Communications
 - Mr. Kainec sent an email to the HOA community regarding a town hall at Forestville Elementary School on 10 January 2024 with local HOAs regarding security concerns after home break-ins in the area.
 - The next edition of the Foxy Gazette will be in February 2024. They are looking for a family to spotlight in that issue.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 8:15 PM. The next scheduled meeting of the HOA Board will be held 13 February 2024 at the Great Falls Library at 7:00 PM.

Open Action Items from Last Meeting

#	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. <u>Assigned:</u> Mr. David Whelan <u>7/11/2023:</u> ACC has drafted letter to review/edit that will be sent to the homeowners responsible for the needed maintenance. <u>9/12/2023:</u> The ACC still has the letter for review. <u>10/10/2023:</u> Follow-up with ACC. <u>1/9/2024:</u> The tree that fell over the fence was cut down. There are 2 fences that need to be repaired. The ACC needs to notify those homeowners. Mr. Laszlo will send an email to Ms. Keefe to follow-up.

#	Created / Closed	Action
2023-7	9/12/2023	<p>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.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>10/10/2023:</u> 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.</p> <p><u>1/9/2024:</u> Mr. Kainec is waiting for good weather (temperature > 50 degrees) to paint the stop bar. Next status for this action item will be in the March 2024 HOA Board meeting.</p>
2023-8	9/12/2023	<p>Look into what is involved in getting gas service from Washington Gas to more homes in the HOA.</p> <p><u>Assigned:</u> Mr. Matt Westbrook</p> <p><u>10/10/2023:</u> 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.</p> <p><u>11/14/2023:</u> Mr. Westbrook continues to try to find the right contact at Washington Gas.</p> <p><u>1/9/2024:</u> Mr. Westbrook is engaged with Washington Gas. They are looking at which houses in the HOA are eligible to receive gas. Currently the count of eligible houses is 60 but that needs to be confirmed. The next step will look at the number of the houses and the potential cost. Mr. Westbrook will then look into how the HOA can support this effort and the benefits to the community of getting that service.</p>

#	Created / Closed	Action
2023-9	9/12/2023	<p>Work with VDOT to get Wynkoop Dr., McMillen Ct., Schindel Ct. and Van Dusen Ct. repaved.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>10/10/2023:</u> 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.</p> <p><u>11/14/2023:</u> Mr. Zsidai contacted the manager for the maintenance of the roads in our area and was informed that Foxvale Farm is not on the books for 2024 or 2025. He is working to get our road formally on the road maintenance project plan.</p> <p><u>1/9/2024:</u> Mr. Zsidai will follow-up with the project manager for the road maintenance project plan.</p>
2023-10	9/12/2023	<p>Ask Sullivan Landscaping for their opinion on how to address drainage issues in the common areas.</p> <p><u>Assigned:</u> Mr. Randy Long</p> <p><u>10/10/2023:</u> No update provided.</p> <p><u>1/9/2024:</u> Mr. Long, Mr. Zsidai, Mr. and Mrs. Koppier walked common areas 3 and 4 with Mr. Mike Sullivan. Afterward, Mr. Sullivan provided quotes for a 4-part project. Through emails, the first 3 parts were approved starting in December 2023. Mr. Zsidai and Ms. Koppier walked the area on 9 January 2024 to see how the water flowed through the area during a major rain storm. The water eventually does flow into the pond.</p>
2024-1	1/9/2024	<p>Replace the fence post caps on the common area fence.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>1/9/2024:</u> Mr. Kainec will organize a fence maintenance event on 27 April 2024 with a rain date on 4 May 2024.</p>
2024-2	1/9/2024	<p>Obtain status regarding the encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area. Report on the status at each HOA Board meeting until resolved.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>1/9/2024:</u> Mr. Zsidai will follow-up with the Fairfax County representative.</p>

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. <u>Assigned:</u> Mr. Laszlo Zsidai <u>9/12/2023:</u> 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. <u>Assigned:</u> Mr. Brian Kainec <u>9/12/2023:</u> 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.
2023-4	7/11/2023 Closed: 9/12/2023	Look into options for short term CDs in which to invest cash not imminently needed. <u>Assigned:</u> Mr. Jordan Sembower <u>9/12/2023:</u> 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. <u>Assigned:</u> Ms. Dolly Whelan, Mr. Brian Kainec <u>9/12/2023:</u> Dolly reported that Apple Credit Union had unacceptable rates.
2023-6	9/12/2023 Closed: 10/10/2023	Contact three (3) banks for their rates for high yield savings accounts. <u>Assigned:</u> Ms. Megan Stinson <u>10/10/2023:</u> Completed.
2023-11	10/10/2023 Closed: 11/14/2023	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. <u>Assigned:</u> Mr. Laszlo Zsidai <u>11/14/2023:</u> Completed.
2023-12	10/10/2023 Closed: 11/14/2023	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. <u>Assigned:</u> Mr. Laszlo Zsidai and Mr. Megan Stinson <u>11/14/2023:</u> Completed.