

Minutes  
 13 February 2024  
 Foxvale Farm Homeowners' Association  
 HOA Board Meeting

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

Agenda:

- Approval of January 2024 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 7:14 pm.
- The minutes for the January 2024 HOA Board meeting were approved by the Board.
- Previous action items were reviewed and updated in the tables below.
- Treasurer's Report (Treasurer.FoxvaleFarm@gmail.com)
  - Ms. Stinson sent the financial report and information about investment options to the HOA Board members before the meeting.
  - Dues Payments: We have collected all but 2 homes. Ms. Whelan will get in touch with those homeowners.
    - Post Meeting Note: 3 March 2024: All homes have now paid their annual dues.
  - The bill for Phases 1 and 2 of the drainage project has been approved for payment.
- Investments
  - We currently earn 4% in our high-yield savings account.
  - Truist Bank offers the following:
    - 5 Month CD earning 5%. \$1,000 minimum deposit
    - 12 Month CD earning 4%. \$1,000 minimum deposit

- A motion was made and seconded that we put \$20,000 of our reserved funds into a 5-month CD with Truist. The motion was passed. See action item 2024-3.
- Architectural Control Committee
  - Mr. David Clark will take over as the ACC chairman and Ms. Nancy Keefe will remain on the committee.
  - ACC Activity:
    - 10706 Wynkoop Dr. – The homeowner submitted a request to replace the front door and a change of paint color. There are no issues with the request.
    - 907 Riva Ridge Dr. – The homeowner is aware that the paint color for the shutters and front door are not in compliance with ACC guidelines and plans to re-paint later in the year to be in compliance.
    - 915 McMillen Ct. – A small shed was built against the side of the house that matches the house’s siding. Ms. Whelan sent a picture of it to Mr. Clark.
  - The HOA Board would like to meet with the ACC to discuss language improvements in guidelines. See action item 2024-4.
- Common Area Maintenance
  - Mr. Long sent the status of the common area to the HOA Board members before the meeting.
  - Common area mowing will start 1 April 2024.
  - The first choice for the community clean-up is March 16, 2024 with a back-up date of 6 April 2024. It is preferred that the clean-up be done before mowing starts. The dates are to be communicated to the neighborhood in the next issue of the Foxy Gazette.
- Common Area Improvements
  - Ms. Koppier discussed the need for a comprehensive plan planting trees and other plants in the common areas. She will chair the subcommittee for developing a comprehensive plan for the common area. It was noted that Mr. Kainec has also expressed interest in supporting this effort.
  - The bat houses and barred owl house can be installed during the community clean-up. See action item 2024-5.

- Pathways to walk
  - The HOA Board discussed options for providing walking paths through the neighborhood to replace the walking loop through the now-closed cut-through from Wynkoop Dr. to Terkes View.
  - It may be possible to make paths through the existing common areas. As part of the review of pathway options, we need to discuss if the neighborhood should create paths or just let people know of options for walking paths.
  - Ms. Koppier will ask the owner of the lots adjacent to the pond if she would be willing to designate a permanent right of way for common use to allow people to walk or ride bicycles from the pond to Springvale Rd. See action item 2024-6.
- Drainage Projects
  - Phases 1 and 2 are completed in Area 3. Mr. Zsidai and Mr. Mike Sullivan walked the area. Mr. Sullivan agreed to take away two more loads of yard trash in the Phase 2 area. Mr. Zsidai also requested that the remaining heaps of yard trash also be removed and the HOA will pay for those. Action item 2023-10 is now closed.
  - For the area involved in Phase 2, it is likely that the increased flow will erode the path through those woods. The HOA Board may want to have gravel laid through the area to protect those trees. We will monitor water flow and erosion in that area and then revisit this topic in November. See action item 2024-7.
  - There has been a lot of dumping of yard trash in the community areas. The community newsletter should remind neighbors that dumping is not allowed and encourage neighbors to “see and say” (i.e. say something to the HOA Board if they see someone dumping yard trash). Other options include placing cameras around the common area and placing signs in appropriate spots.
  - The HOA Board will revisit the need for Phase 3 and Phase 4. We will also monitor whether the level of flooding changes in those areas based on the changes made in Phases 1 and 2. An additional step that could be taken in these areas would be to install “reservoir boxes” (deeper holes filled with gravel) to act as temporary areas to retain water until the pond can absorb the additional flow. See action item 2024-8.
  - We may want to ask Fairfax County if the level of the pond can be lowered so that it can absorb additional water during heavy storms.
- Washington Gas Service
  - Mr. Westbrook has been working with Washington Gas to get gas service to more houses in the HOA. The count of eligible houses is 60 but that needs to be confirmed.

- Mr. Westbrook provided a more detailed map of the neighborhood to Washington Gas for their planning purposes. They will draw the projected gas delivery lines on that map and develop an estimate for providing service to the eligible houses in the HOA.
- Each house's cost to connect to the gas service is expected to vary due to its distance from the gas service lines. Once the costs are known, Mr. Westbrook will look into how the HOA can support this effort and the benefits to the community of getting that service.
- See action item 2023-8.
- TC Energy and Gas Pipeline Maintenance
  - Ms. Koppier received a notification from TC Energy that they will be performing pipeline maintenance to clear their pipelines' rights-of-way. Individual homeowners have also been notified.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area
  - See action 2024-2. Nothing new to report.
- Communications
  - No report.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 8:26 PM. The next scheduled meeting of the HOA Board will be held 12 March 2024 at the Great Falls Library at 7:00 PM.

Open Action Items from Last Meeting

#	Created / Closed	Action
2023-1	6/13/2023	<p>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. Zsidai will send an email to Ms. Keefe to follow-up.  <u>2/13/2024:</u> The last house along Georgetown Pike has a mix of white boards and stained boards that need to be fixed.</p>

#	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 &gt; 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> <p><u>2/13/2024:</u> Mr. Westbrook provided a more detailed map of the neighborhood to Washington Gas for their planning and cost estimating purposes.</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> <p><u>2/13/2024:</u> No new status. Status this item again in June 2024 after the county has developed its schedule.</p>
2023-10	9/12/2023 Closed: 2/13/2024	<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 by the HOA Board 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> <p><u>2/13/2024:</u> Closed. Quotes received and phased implementation started.</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> <p><u>2/13/2024:</u> No change.</p>

#	Created / Closed	Action
2024-3	2/13/2024	Invest \$20,000 of our reserved funds into a 5-month CD with Truist. <u>Assigned:</u> Ms. Meagan Stinson <u>2/13/2024:</u> Mr. Laszlo Zsidai will ask Ms. Stinson to make this investment.
2024-4	2/13/2024	Arrange for the HOA Board to meet with the ACC to discuss language improvement in guidelines. <u>Assigned:</u> Mr. Laszlo Zsidai
2024-5	2/13/2024	Install bat houses and a barred owl house in the common area. Scheduled for spring clean-up. <u>Assigned:</u> Mr. Bryan Kainec and Ms. Linda Koppier
2024-6	2/13/2024	Request a permanent right of way through the property adjacent to the pond for common use to allow people to walk or ride bicycles from the pond to Springvale Rd. <u>Assigned:</u> Ms. Linda Koppier
2024-7	2/13/2024	Revisit whether gravel should be laid in the Phase 2 area (“Phase 2B”). <u>Assigned:</u> HOA Board <u>2/13/2024:</u> Revisit in November 2024.
2024-8	2/13/2024	Revisit the scope of Phases 3 and 4 to determine if we should add “reservoir boxes” (deeper holes filled with gravel) to act as temporary areas to retain water until the pond can absorb the additional flow. <u>Assigned:</u> HOA Board

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 Federal 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.