

Minutes
 12 March 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	Y
Megan Stinson, Treasurer	Y	Jordan Sembower, Web Site	Y	Matt Westbrook	N
Architecture Control Committee (ACC) Members in Attendance					
David Clark					
Guests					
None present					

Agenda:

- Approval of February 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 7:00 pm.
- The minutes for the February 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)
 - The bills for the completed drainage projects have been paid.
 - CD rates have dropped. Ms. Stinson is looking for a better rate. At this point, the difference between what the HOA's investments are earning and current market rates are not significant enough to justify moving funds at this time.
 - All annual dues have now been paid.
 - A review of the financial report sent by Ms. Stinson prior to the meeting showed that the HOA is operating within its 2024 budget.
- Architectural Control Committee
 - The ACC worked on updated guidelines for deck box, storage cabinet, and storage closet in 2022 but the guidelines were not completed. Mr. Clark made that draft available to the HOA Board.

- The vacancy on the ACC due to Mr. Paul Mutino’s resignation has not yet been filled. A motion was made and seconded to ask Christina Gussman to join the ACC. The motion was passed.
- The house at 10744 Wynkoop Dr. is in disrepair and the landscaping has overrun the property. The HOA does not have guidelines for maintaining lawns.
- ACC Activity:
 - 895 Van Dusen Ct. (Fence along Georgetown Pike – The fence must be fixed to meet ACC guidelines. It currently has sections with natural wood and others painted white.
 - 923 Riva Ridge Dr. – The homeowner submitted a request for exterior lights, which was approved.
- Common Area Maintenance
 - Neighborhood clean-up is scheduled for 16 March 2024.
- Common Area Improvements
 - The barred owl house built by Mr. Hans Koppier was installed in common area 3 (action item 2024-5).
 - Pathways to walk (action item 2024-6)
 - Ms. Koppier attempted to contact Mrs. Bettius (the last known owner of the lots adjacent to the pond) to discuss if she would be willing to designate a pathway for common use to allow people to walk or ride bicycles from the pond to Springvale Rd. (action item 2024-6). Ms. Koppier found that Mrs. Bettius passed away in October 2022 and was survived by her children, Mr. Mack Crippen and Ms. Martena Crippen. Ms. Koppier mailed a letter to Mr. Crippen about our proposal for the pathway after attempts to email him and Ms. Crippen failed.
- Drainage Projects (action items 2024-7, 2024-8)
 - The first two drainage projects have been completed and storm water is moving through those areas as expected. However, the downstream areas that are part of the third and fourth drainage projects are still experiencing flooding. It was noted that there had been a lot of recent rain. The HOA Board will monitor the situation and revisit what changes are needed in those areas in November, including the possible addition of reservoir boxes to the proposed changes.
- Washington Gas Service (action item 2023-8)
 - No report this month.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)
 - The homeowner now has an approved plan with Fairfax County to repair the RPA sections. Work will likely begin with warmer weather.
 - The county is not involved with removal of the fence and the basketball court. It is planned that those will be removed when the RPA is repaired.

- Communications
 - The Foxy Gazette was delivered in March 2024 to homeowners' mailboxes.
- Board Membership
 - Randy Long is leaving the HOA Board in May 2024.
 - There are three rotating HOA Board positions up for election in June.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 8:00 PM. The next scheduled meeting of the HOA Board will be held 9 April 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 wood boards that need to be fixed. <u>3/12/2024:</u> No change.</p>
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. <u>Assigned:</u> Mr. Brian Kainec <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. <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. <u>3/12/2024:</u> The weather is getting warm enough to paint the stop bar soon.</p>

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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> <p><u>3/12/2024:</u> No report this month.</p>
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> <p><u>3/12/2024:</u> No change this month.</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> <p><u>3/12/2024:</u> The March edition of the Foxy Gazette announced the dates to replace the fence post caps.</p>

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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> <p><u>3/12/2024:</u> Fairfax County approved the homeowner’s plan to repair the RPA. The county is not involved with removal of the fence and the basketball court from the HOA’s land. It is planned that those will be removed when the RPA is repaired.</p>
2024-3	2/13/2024 Closed 3/12/2024	<p>Invest \$20,000 of our reserved funds into a 5-month CD with Truist.</p> <p><u>Assigned:</u> Ms. Meagan Stinson</p> <p><u>2/13/2024:</u> Mr. Laszlo Zsidai will ask Ms. Stinson to make this investment.</p> <p><u>3/12/2024:</u> Ms. Stinson reviewed the options. No further follow-up until September.</p>
2024-4	2/13/2024 Closed 3/12/2024	<p>Arrange for the HOA Board to meet with the ACC to discuss language improvement in guidelines.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>3/12/2024:</u> Mr. David Clark attended the HOA Board meeting and discussed the history of changes to the ACC guidelines and options for future updates.</p>
2024-5	2/13/2024	<p>Install bat houses and a barred owl house in the common area. Scheduled for spring clean-up.</p> <p><u>Assigned:</u> Mr. Bryan Kainec and Ms. Linda Koppier</p> <p><u>3/12/2024:</u> Mr. Hans Koppier installed the barred owl house in common area 3.</p>
2024-6	2/13/2024	<p>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.</p> <p><u>Assigned:</u> Ms. Linda Koppier</p> <p><u>3/12/2024:</u> The property is owned by the Irene Bettius trust and Mrs. Bettius passed away in 2022. She is survived by her children, Mack Crippen and Martene Crippen. Ms. Koppier mailed a letter to Mack Crippen – attempts to reach him or his sister by email failed.</p>
2024-7	2/13/2024	<p>Revisit whether gravel should be laid in the Phase 2 area (“Phase 2B”).</p> <p><u>Assigned:</u> HOA Board</p> <p><u>2/13/2024:</u> Revisit in November 2024.</p>

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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 <u>3/12/2024:</u> Revisit in November 2024.

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.

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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>