

Minutes
 14 May 2024
 Foxvale Farm Homeowners' Association
 HOA Board Meeting

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

Agenda:

- Approval of April 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 7:10 pm.
- The minutes for the April 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 prior to the meeting.
- Architectural Control Committee
 - ACC Activity – Mr. David Clark provided the following ACC status via email to the HOA Board members prior to the meeting and the status was discussed in the meeting.
 - Architectural Guidelines Updates in Progress: The ACC met 30 April to review proposed revisions. No timeframe has been set to complete these revisions; it will likely be early in the fall. Points discussed included:
 - Proposed Revs from 2012 – Mr. Clark completed a review and minor refinements/updates to the Mr. Paul Mutino (prior ACC member and attorney) suggestions dating back to 2012. These included HOA Board and outside council comments. Mr. Clark issued this update to the ACC on 20 April. During the 30 April ACC meeting, further refinements were

proposed. Mr. Clark made these changes and reissued the document to the ACC on 4 May. This draft is still undergoing ACC review.

- Mr. Zsidai's 14 March Suggestions - The current ACC revisions address:
 - (a) questions posed in the document Mr. Zsidai issued to the Board as well as (b) clarify other questions/details that have arisen from various homeowner requests for architectural changes.
- Graphics and Other Details in Various Addenda - Before the ACC issues proposed revisions to the Board, the ACC will attempt to clean up the graphics and offer suggestions on how/if the addenda should: (a) be incorporated in a single file; or (b) continue to be separate files on the FFHA website.
- Issues at specific properties:
 - 890 Van Dusen Ct. Fence - Homeowner received ACC letter mailed 20 March and performed the major requested maintenance item to get the fence along Georgetown Pike and Charwhit Court to a consistent color. Mr. Clark spoke with the owner by telephone 29 April to: (a) thank him for performing the requested work, and (b) request that he replace/repair one broken top rail along Charwhit Court.
 - 907 Riva Ridge Dr. Colors - This is now closed. The homeowner repainted the front door and shutters with approved color Benjamin Moore CW-625 – Prussian Blue. This color will be added to the approved list in the Arch Guidelines.
 - 923 Riva Ridge Dr. Inspection - The ACC performed a property inspection 23 April for the real estate sales package.
 - 915 McMillen Ct. - The ACC and Board have been aware since early March of a “storage cabinet” outside the garage against the house. There has been general agreement to take no action on this pending clarification in the guidelines of acceptable outdoor storage products.
- Strategic view for the HOA (action item 2024-16)
 - Mr. Kainec recommended that we consider creating a strategic plan for the neighborhood, “Foxvale 2030”. With a strategy in mind, we can start budgeting for that future and structure our dues accordingly. Items to address in the plan could include drainage issues, beautification projects, and new amenities (e.g. play area and swings). Mr. Kainec will take a first cut at the plan.
 - A survey was also discussed to get feedback from the community.
- Common Area Maintenance
 - Mr. Long has turned over to Mr. Powers the valve for the spillway for the pond and the maps for the neighborhood.
 - There is a tree on Riva Ridge Dr. with a major broken branch. Mr. Powers has taken the action to remove it.

- Common Area Drainage Projects
 - Mr. Zsidai is working on 2 grants from Fairfax County to help fund the future drainage projects.
 - The HOA Board discussed asking Fairfax County to look at the impact of the changes we have already made and what we are considering making before moving forward. There is concern about the impacts of changes made so far. For instance, there has been more erosion in the water's path through the trees in common area 3 after completion of the first drainage project.
- HOA Website
 - The website was updated for current board members. Action item 2024-13 was closed.
- Washington Gas Service (action item 2023-8)
 - There has been no change in the pricing model or data from the gas company. It still appears to be \$10K-\$15K per household. Mr. Westbrook is trying to get more information about the cost per line foot and potential discounts if more households participate. The HOA website has a survey capability that can be used to determine the level of interest by homeowners to obtain gas service.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)
 - Mr. Zsidai reported via email that the basketball court from the HOA's common land has been removed but the fence has not. The HOA Board recommended that a notarized letter be sent to the homeowner.
- HOA Annual General Meeting and Board Membership
 - The following board members' current terms are completed this year: Ms. Stinson, Mr. Kainec and Mr. Zsidai. Ms. Koppier's and Ms. Whelan's terms will be completed in 2025. Mr. Long's position also needs to be filled; that term expires in 2025.
 - The Great Falls Schoolhouse is reserved for 11 June for the 2024 HOA Annual General Meeting.
- The motion to adjourn was unanimously accepted and passed and the meeting was adjourned at 7:45 PM. The next scheduled meeting of the HOA Board will be held 11 June 2024 following the Annual HOA General Meeting.

Open Action Items from Last Meeting

#	Created / Closed	Action
2023-1	6/13/2023 Closed: 5/14/2024	<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. <u>4/9/2024:</u> Mr. Clark sent a letter to the homeowner in March about the non-compliance issue and suggestions for how to come into compliance. He will follow-up with the homeowner. <u>5/14/2024:</u> Mr. Clark reported that the homeowner has fixed the fence.</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. <u>5/14/2024:</u> Picking out a good Saturday with dry and warm weather.</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> <p><u>4/9/2024</u>: Washington Gas has not been responsive to Mr. Westbrook's call for status regarding cost estimates. It would be good to survey the community to ascertain the level of interest in getting gas service.</p> <p><u>5/14/2024</u>: No change on the pricing model or data – it still appears to be \$10K-\$15K per household. Mr. Westbrook is trying to get more information about the cost per line foot and potential discounts if more households participate. The HOA website has a survey capability that can be used to determine the level of interest by homeowners to obtain gas service.</p>

#	Created / Closed	Action
2023-9	9/12/2023 Next status review: June	<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>
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> <p><u>4/9/2024:</u> The event is scheduled for 27 April 2024. Communication for the event will be sent out shortly.</p> <p><u>5/14/2024:</u> The event was postponed due to weather. Mr. Kainec has the material for an instructional video. There can be pre-cut work done. There are ~100 rotten post caps out of ~600 to be replaced. There will be communications via email and in the Foxy Gazette for the event.</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> <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>

#	Created / Closed	Action
		<p><u>4/9/2024</u>: Mr. Zsidai has been unable to contact the homeowner multiple times. Other board members attest that there has been no work done on the property. He will continue to try to contact the homeowner to get status.</p> <p><u>5/14/2024</u>: Mr. Zsidai reported via email that the basketball court has been removed but the fence has not. It was recommended that a notarized letter be sent to the homeowner.</p>
2024-7	<p>2/13/2024 Next status review: July</p>	<p>Revisit whether gravel should be laid in the Drainage Project Phase 2 area (“Phase 2B”).</p> <p><u>Assigned</u>: HOA Board</p> <p><u>2/13/2024</u>: Revisit in November 2024.</p> <p><u>4/9/2024</u>: There has been some erosion already in this area. It is likely we will need to implement Phase 2B this summer to prevent damage to the Phase 2 area trees.</p> <p><u>5/14/2024</u>: The HOA Board would like to address this in the July meeting instead of waiting for the November meeting as originally planned.</p>
2024-8	<p>2/13/2024 Next status review: July</p>	<p>Revisit the scope of Drainage Project 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.</p> <p><u>Assigned</u>: HOA Board</p> <p><u>3/12/2024</u>: Revisit in November 2024.</p> <p><u>5/14/2024</u>: The HOA Board would like to address this in the July meeting instead of waiting for the November meeting as originally planned.</p>
2024-9	<p>4/9/2024 Closed: 5/14/2024</p>	<p>Provide map to share with the community showing where the bat houses and barred owl house are located.</p> <p><u>Assigned</u>: Ms. Linda Koppier</p> <p><u>5/14/2024</u>: A map was provided to the HOA Board members with the draft April 2024 meeting minutes.</p>
2024-10	<p>4/9/2024</p>	<p>Replace the dog waste signs.</p> <p><u>Assigned</u>: Mr. Brian Kainec</p> <p><u>5/14/2024</u>: Mr. Kainec ordered 3 signs and they will arrive next week. The posts also need to be refreshed (paint, trim). The signs are located on Wynkoop Dr., the corner of Wynkoop Dr. and McMillen Ct. and 2 signs on Riva Ridge Dr. near the bus stops.</p>

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2024-11	4/9/2024 Closed: 5/14/2024	Send out the communications for volunteers for the fence repair event on 27 April 2024. <u>Assigned:</u> Mr. Brian Kainec <u>5/14/2024:</u> Mr. Kainec is developing an instructional video to guide volunteers. There are 100 post caps out of ~ 600 post caps that need to be replaced. Closing this action item. Refer to 2024-1 for further action.
2024-12	4/9/2024	Update the landscape lighting at the south entrance on Riva Ridge Dr. <u>Assigned:</u> Mr. Brian Kainec <u>5/14/2024:</u> The lighting has been ordered, replacement downlight and a second light, both of which are “Dark-Skies” approved.
2024-13	4/9/2024 Closed: 5/14/2024	Update the HOA website for current information. <u>Assigned:</u> Mr. Jordan Sembower <u>5/14/2024:</u> The updates have been made.
2024-14	4/9/2024	Prepare for the 2024 Annual General Meeting (AGM). <u>Assigned:</u> Mr. Laszlo Zsidai <u>5/14/2024:</u> No status.
2024-15	4/9/2024	Update the HOA Reserve Funds analysis to include reserves for the Common Area Drainage Projects. <u>Assigned:</u> Mr. Laszlo Zsidai <u>5/14/2024:</u> No status.
2024-16	5/14/2024	Prepare a first cut of a strategic plan for the neighborhood, “Foxvale 2030”. <u>Assigned:</u> Mr. Brian Kainec

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>
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 Closed: 4/9/2024	<p>Install bat houses and a barred owl house in the common area. Scheduled for spring clean-up.</p> <p><u>Assigned:</u> Mr. Brian 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> <p><u>4/9/2024:</u> Mr. Kainec installed the bat houses in March.</p>
2024-6	2/13/2024 Closed: 4/9/2024	<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> <p><u>4/9/2024:</u> Ms. Koppier has not received any communications from Mr. Mack Crippen.</p>