

FAIRFAX CLUB ESTATES
BOARD OF DIRECTORS MEETING
Wednesday, October 22, 2008, 7:30 PM

I. Call to Order

II. Verification of Quorum

Attendees:

Jim Thompson (*President*), Phil Beenhouwer (*Secretary*), Pat Ring (*Treasurer*), Mike Krzykowski (*Board member and Tennis POC*), George Reilly (*Common Grounds*), Steve Holskey (*Board member*), Chris Bellamy (*homeowner*).

III. Membership Forum ----- 20 Minutes

NOTE: The maximum time for any one individual is limited to 5 minutes

A homeowner presented issues regarding his neighbor (blowing leaves into street, trash can out by curb 24/7, excessive “debris” in backyard, planting bushes too close to the property line, and pots with standing water in them [breeding mosquitoes])). The homeowner has contacted the County, who advised that the homeowner speak with neighbor. The homeowner has done this but the neighbor has been non-responsive. The homeowner felt that something needs to be done as this problem is reducing his property values and impacting his family’s comfort.

The homeowner has reviewed the Articles of Incorporation and the Covenants and found language that prohibits unsightly items and rubbish that cause a nuisance to the community. The homeowner said that he has contacted County offices that deal with rubbish and mosquitoes and both came to the house and said that there was nothing they could do. The homeowner encouraged the Board to visit his property and invite the

neighbor to speak to the Board.

The Board stated that it was difficult for the Board to take sides during a dispute. The Board recommended the homeowner to seek support from other neighbors. **The Board will review the Covenants and Architectural Guidelines.** The homeowner implored the Board to look beyond the rules to help with issues that are not appropriate within a Community.

IV. Review Minutes from previous Board Meeting ----- 5 Minutes

Action Items:

- The Board: Review the Covenants and Architectural Guidelines to address the issues raised by a homeowner.
- Treasurer: Ensure that GHA is prepared to send out the first set of overdue fee notification letters on Oct. 31st.
- Treasurer: Review the bylaws, articles of incorporation, and covenants to ensure there is some recognition by the Courts that this documentation has been filed.
- Treasurer: Inquire to GHA as to the available options for locking-in certain dollar amounts while balancing reasonable constraints.
- President: Ask VDOT where FCE is on the list of road maintenance.
- President: Pursue recycling containers for the pool.
- Treasurer: Pat will ask GHA if overdue letters have been sent to homeowners.
- Treasurer: Jim and Gene suggested "laddering" \$10,000 blocks of money from the T. Rowe Price account into various CAB timeframes (e.g., 30 days, 60 days, 90 days) to avoid any fees/

penalties. Steve suggested making decisions about withdrawing as expenses come due. At the end of 30 days, make the decision to either roll the money into another 30 days or withdraw it w/ no penalties. [*Target Completion: Dependent on finding a volunteer for Treasurer who can.*]

- Treasurer: Confirm with GHA that a statement about the homeowner incurring the attorney fees will be included and will ask for a copy of the letter for BOD review.
- ~~OBE: Common Grounds: Print flyers that he will make available at the Halloween event to see if he can garner additional interest.~~
- BOD: begin to draft wording for an upcoming newsletter to the Community. *STATUS: Jim will complete draft for BOD review by COB 26 Sep 08.*
- ~~Pat: inform GHA (Nina) that the HOA has a few big expense items that we need to make in the coming months.~~
- ~~OBE: Jim: Forward copies of the AMV estimate and the GHA letter to the Board.~~
- ~~George: Review the Nationwide insurance contract.~~
- Jim: request Crystal Aquatics provide an estimate for deepening the deep end. *STATUS: Done. Rough estimate approached \$100,000. To get an exact estimate would have cost the HOA funds.*
- ~~Jim: Complete the paperwork to request County funding to address the pool drain modifications by the 7/1 deadline.~~
- Jim: contact GHA and speak with the referenced associations and will report back before the next HOA meeting. *STATUS: Done. Three Associations that have been with GHACM for several years all had very positive comments.*
- ~~Phil: reserve the Bonnie Brae meeting room for the monthly meetings while the pool is closed.~~

V. Review President's Report ----- 10 Minutes

"We are always looking for volunteers with good ideas and the time to help us implement them. With new families moving in each week to Fairfax Club Estates, we encourage those new residents to join us in making a positive impact to the quality of the Fairfax Club Estate Home Owner experience! Contact any

Board member for more information, or send an email to president@fairfaxclubestates.com.”

VI. Review Treasurer’s Report ----- 15 Minutes

The two reserve budget lines (under “Liabilities/Equities”) will be reduced at the end of the fiscal year to pay-back specific reserve expenses (e.g., the \$6,758 “pool” expense, which was for pool furniture) that were paid for out of the operating budget.

“Accts Receivables” line reflects overdue payments, which Pat believes might be decreased as people pay their semi-annual dues and address any outstanding amount at the same time.

Honeowner assessments are due Oct 1 and April 1 of each year. If not paid within 30 days of the due date, 6% interest begins to accrue (per the Covenants) and a first notification letter is sent to the Homeowner. If payment is not received within 60 days of the due date, a letter will notify from the Association’s attorney is sent stating that a lien will be placed on the home after a certain period of time. Pat will provide the two letters to Nina (GHA). **Pat will ensure that GHA is prepared to send-out the first-set of initial letters come October 31st.**

Mike asked if our bylaws have been filed with the Courts. **Pat will review the bylaws, articles of incorporation, and covenants to ensure there is some recognition by the Courts that this documentation has been filed.** If not, we will bring this issue to the HOA attorney to determine what, if anything, the Board needs to do.

The money market account lost \$637 last month, and GHA’s recommendation is to move the funds into a

more-secure investment vehicle. Nina will be providing the Board specific investment vehicles that range from 2.57% - 2.9%. Jim confirmed from the 2006 “Reserve Fund Plan” that the assumption for interest is 4%. (The previously-cited 3.5% reflects the inflation factor in the reserve plan model.) **Pat will inquire to GHA as to the available options for locking-in certain dollar amounts while balancing reasonable constraints.** Jim recommended that we request that GHA provide us with the financial guidance that we chose them for.

VII. Review Committee Reports ----- 15 Minutes

Architectural Control Committee

“No significant activity to report. Standard requests for resale inspections and minor home modifications continue at a rate of about 3-4 per month. The foreclosure property at 10957 Adare Dr has not changed in status. I have had contact with the agent and there is a common understanding of what needs to happen to bring the house into zoning compliance. I will continue to monitor.”

Common Grounds

1. *“I contacted Premium Lawn about various work that needs to be done. They have accomplished some (tree pruning, brush removal) but still owe us other jobs. I will send them a reminder.*
2. *Jim Bui and Mike Krzykowski were kind enough to empty the trash cans this week and saved the life of a trapped squirrel in a can. Appropriate commendations will be forthcoming.*
3. *I plan on doing trash pickup this Friday. Among other things spotted was a*

computer monitor in the trees beyond the pool parking lot. I also have some bench repairs to make. It is also almost time to round up the picnic tables for the winter and lash them together. I will do that after the Halloween event.”

George explained that he received only one favorable response to the last request for community input on playground replacement. Line-item 3.14 in the 2006 “Reserve Fund Plan” is called “*Tot Lot & Outdoor Furniture Allowance*”, and the study authorizes the expenditure of 50% of the expected life-cycle cost of \$15,000 in 2008. Mr. Bellamy said that his wife is eager to volunteer to coordinate the replacement. **George will print flyers that he will make available at the Halloween event to see if he can garner additional interest.**

Neighborhood Watch

“Neighborhood Watch: Position is vacant and we are looking for a volunteer!”

Pool

“Pool: The pool modifications to meet the requirement of the Virginia Graeme Baker Pool & Spa Safety Act are complete and has been certified by the Fairfax County Health Department. These modifications added and additional main drain to both the main swimming pool and the wading pool, which eliminates the possibility of harm to swimmers who come to close to the drains. By splitting the pool intakes into two drains, the suction each drain has is reduced considerably, providing a safer swimming experience for all FCE members. These modifications were required by 31 Dec 08.

Crystal Aquatics also started work on the other main project, which is to replace the pool's

original and outdated filtration system. This work will be completed in the spring, along with a host of other repairs to drywall, electrical, and plumbing repairs/upgrades. The paint on the floor of the pool office and bathrooms will also be removed to eliminate the paint flaking.”

The pool maintenance contract with Crystal Aquatics expired at the end of the 2008 season and they are currently preparing an estimate for next year.

Social

A volunteer is need for the 2009 Adult Social, plus other events as might come up.

Tennis

The east side of the court has accumulated the normal moss and bacteria due to the decreased sunlight. This was treated with Clorox to remove.

Repainted bulletin boards due to graffiti.

Picnic bench seat is broken. George said that he would replace that soon.

Need the fence painted to deal with the rusting. George recommended that we also deal with the pool fence and the merry-go-round.

The tennis backboard needs to be replaced.

Miscellaneous

VIII. Old Business ----- 10 Minutes

- Insurance coverage: Nationwide (above and beyond D&O).

IX. New Business ----- 10 Minutes

- Deteriorating roads in the community. **Jim will ask VDOT where FCE is on the list of road maintenance.**

X. Executive Session ----- 20 Minutes

Discuss Association accounts, pending negotiations/contracts, budget and violations outstanding.

XI. Date, Time, Place of Next Meeting: January 28, 2009, Bonnie Brae Lower Theater

XII. Adjournment