

**MOUNT AIR CONSERVANCY
Board of Directors Meeting
Minutes**

DATE: January 26, 2021

LOCATION: Virtual Telecomm

CALL TO ORDER: A. Heymann called the meeting to order at 7.03 p.m.

PRESENT:

- A. **Board Directors:** Sam Zaghmout, Paul Helt, Abigail Green and Andy Heymann.
- B. **Summit Management:** Lori Randall
- C. **Residents:**

Open forum: None

READING OF MINUTES: December 2020 minutes reviewed.

APPROVAL OF MINUTES: December 2020 minutes approved.

FINANCIAL REPORT: November 2020 financial and bank statement reviewed and approved.

Currently, the HOA is in a net loss position and should finish out the year in that same position.

MANAGEMENT REPORT: The current report reviewed.

TREASURE'S REPORT: November 2020 financial and bank statement reviewed and approved.

President Report: Installed pad and cluster mailbox. Reviewed Cox Communication nodes requiring resetting. Noticed a home with boat, fence needing repair, many water drainage problems, and many other disparate issues within the community. Tennis/Basketball court rules issue being ignored causing courts to be locked. Communicated with Verizon regarding FCC complaint for their lack of maintaining legacy equipment in the community.

COMMITTEE REPORTS:

Annual Residents Meeting:

BoD annual meeting in April 2021 will have elections for three openings. BoD decided to conduct meeting outdoors on the common field. BoD proposed and approved conducting the annual meeting on 10 April 2021 at noon. Summit will get notices to residents. Summit shall not

be able to attend the weekend annual meeting.

Architectural Control Committee (ACC):

Draft Revised Standards provided to Board Including a revised Exterior Application Form; currently being reviewed.

Endemic problem noticed with many satellite dishes being installed without approval. BoD will proceed by asking for removal or gain board approval. Cables are not installed properly and are exposed, a tripping hazard.

Special Board meeting on January 12 to review revised Architectural Rules.

After several meetings and revisions, the first draft of the revised ARC Rules and Regulations has been prepared and provided to the BoD for review. Anticipate approval during Feb BoD meeting.

ACC applications:

- 8515 Enochs: BoD approved application to replace rear fencing and add pavers.
- 8510 Enochs: BoD approved application for lockbox on door frame inside storm door.
- 8531 Enochs: BoD approved request for front door painting.
- 8500 Kernon: BoD denied application and requests Summit to obtain a legal opinion regarding a temporary rather than a permanent/transferable easement for a shed and fence on common ground. PENDING

Plat received from surveyor of 8500 Kernon. Board decided all construction on common ground (shed and fence) must be removed from common ground within 90 days. Homeowner must stay within property line. BoD discussed and asked resident to provide legal request for easement. Resident provided easement request which board shall review and discuss during December meeting. Board asked legal counsel to review information; provided opinion. Further discussion postponed to Feb 21 BoD meeting. TABLED

Pictures to the board of dumping and beaten path behind 8517. Resident forwarded pictures of area behind his fence and stated it is in better condition than before he started the patio project. Request for approval still has not been submitted. Dumped debris needs to be removed.

8540 Enochs requested BoD recommendations per drainage issue; BoD requested resident to provide an architectural change form with suggestions.

Assessments and Invoices: Summit indicated MAC HoA needs a Collections Policy and encourages the implementation of a policy soon to secure the practices currently in place. (i.e. cost of late and delinquent letters is passed to owners, 10% interest if it goes to collections, timing for going to collections, etc.). Draft of a revised resolution provided to BoD. BoD moved and approved to send draft Collections Policy to legal for review.

Due Process Policy: potential revision the board should also look into.

Mailbox Clusters. Management contacted Lorton post office: the association is responsible for replacing the Mockingbird mail box. President arranged for concrete foundation to be done by

independent workers for \$300 plus materials—BoD moved and approved for the work to be done. Work completed. CLOSED

Signs: Repainting the fire lane on the southeast corner on Blue Bird Woods is needed (pending).

Parking Committee: Nothing new to report.

Parking: BoD discussed extending/increasing motor vehicle and trespass law enforcement on common property (tabled).

BoD discussed towing parking policy and determined to keep towing time at 7pm to 6am.

Parking Passes: BoD moved and approved to have passes issued by 1 April 2021.

Reserve Study: Nothing new to report.

Steps: Board requested Summit to check rotted steps between Kernon and Shirley. Picture to be provided by board. Proposal for replacement is \$1,025. Quote includes an option to convert to half ramp and half steps to accommodate bringing trash cans around from rear of homes. Ramp would be pavers and railing would be installed down the middle. Quote is \$1,600. BoD moved and approved Alfred's proposal option two for \$1600 (steps, ramp and rail). Work completed. CLOSED

Fence: Nothing new to report.

Playground: Nothing new to report.

Tennis Court: Nothing new to report.

Audit: Nothing new to report.

Landscaping: BoD requested Alfred's not to lay mulch around trees.

BoD discussed replanting trees (holly, oak, poplar, cherry, dogwood, etc.), more durable and slower growing, in the area; need to determine appropriate budget to fund which will determine type of trees. BoD moved and approved \$3000 to develop and install about 25 trees.

Arborist:

Blade Runners annual tree walk and provided proposal: priority 1 labor cost of \$5440 and priority 2 at \$750. BoD investigated these trees—BoD decided to request Summit to request a second proposal from Jose. OPEN.

6700 Mockingbird resident submitted a request to remove 2 trees behind his home looking for Board to help with expenses since it is common trees. He will get quotes and come back to the Board. BoD shall consider sharing half of cost. BoD request plat to determine community or not. Proposal obtained for \$2500. Issues: fence built using trees and trees appear to be at least

sharing resident and community property. BoD requires evidence trees are on common ground. OPEN.

8508 Enochs concern about tree hanging over deck. Summit visited property and took pictures. Tree is not dead but has grown at an odd angle. OPEN

8525 Blue Bird Woods Court: application submitted for replacement of dead tree with new approved by BoD. BoD directed replacement to be done by 31 March.

Resident asked if trees removed (10) on Mockingbird would be replaced. BoD shall examine replanting in the Fall during a later BoD meeting (pending).

Invasive Plants: Jose and BoD President inspected areas requiring attention; Jose provided proposal for spaying these invasive plants; two treatments now and one in the Spring for \$9990 total, one payment in Fall and one in Spring. BoD moved and approved proposal. Jose treated, but there was no effect so they will come again and retreat. Continued work ON HOLD.

Blade Runners looked at leaning tree next to 8575 Enochs. He stated it was a priority 2 a couple of years ago but does have a significant lean. No visible cavities, decay or flaws. Quote \$1,350.

Graffiti: nothing new to report.

Pet Stations: Nothing new to report

Lights: Street Light out at 6700 Red Bird and at the end of Red Bird the light is dim. Summit will discuss LED options with electrical contractor. Dim bulb on Red Bird Woods was replaced with 24-watt 4000K LED retro lamp. Cost to replace all Association owned heads is \$10,469. Question presented to vendor on benefit of new heads over replacement LED bulbs. Awaiting response. BoD determined to assess risk and benefit over an additional amount of time. PENDING

Street (community) Asphalt:

Board would like to assess streets for repairs. Everyone was to look at them and place in priority order. Management's assessment:

- Priority 1: Blue Bird
- Priority 2: Enochs
- Priority 3: Cardinal and Kernon
- Priority 4: Red Bird, Mockingbird, and Shirley Woods (although little difference between 3 and 4.)

BoD moved and approved requesting Summit to request an engineer to prepare a proposal to review and identify needed street repair requirements. Board to look at specifications report before moving forward. Pictures of areas of puddling would be helpful.

Board looked at specifications report. BoD moved and approved for Engineering firm to send out request for proposal for at least 5 proposals for Blue Bird Woods Court and Enochs, with add alternate of Cardinal Woods and Kernon.steps

Gazebo: nothing to report.

Tow Report: one during the month of January.

Snow removal: Snow budget will be significant under budget which should help with the lines over budget such as Exterior, Electrical, and Tree Maintenance. Legal expenses are higher than planned.

Trash: BoD to consider forming an Environmental Committee to review trash compliance.

Community Clean-Up: TBD.

Yard Sale: on hold until early next year.

Website: nothing new to report

Fall Festival: TBD.

Grill / Picnic Table: Common ground charcoal grill damaged; BoD considering purchasing both grills replacements for to be done in Spring. Jose to remove damaged grill. Picnic table to be replaced. BoD moved and approved to have all common picnic tables and grills to be purchased and replaced in the Spring. Summit to identified pricing: Park Catalog quote to replace grill is \$254 plus \$100 in shipping. Estimating \$100 to install. Each grill should cost approximately \$500. Similar picnic table to one discarded quote of \$884 plus shipping. This equipment is included in the reserve plan. BoD moved and approved to replace 3 grills and 3 picnic tables for \$4500 of reserve funds. Summit to place order. (PENDING) Order being reevaluated to see if post only can be ordered.

Verizon Box: Verizon Communication Box: Summit will request Verizon repair, and BoD will be updated when completed. (pending)

OPEN/CLOSED Action items:

New Business: Summit provided new web portal with resident group homeowner listing. BoD moved and approved Summit not release homeowner information to BoD from Summit's new program so to protect resident privacy; subject matter only to be discussed during executive session only and information not extracted in any form.

Executive Session: 8:56pm, board moved to executive session. Board returned from executive session at 8:59pm.

ADJOURNMENT: adjourned the meeting at 9:00pm.

Respectfully submitted by Paul Helt, Secretary

Approved on