

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

**DATE:** May 25, 2021

**LOCATION:** Virtual Telecomm

**CALL TO ORDER:** M. Williams called the meeting to order at 7:10 p.m.

**PRESENT:**

- A. **Board Directors:** Sam Zaghmout, Michael Williams, and Deveney Wall.
- B. **Summit Management:** Lori Randall
- C. **Residents:** George Blackwell, Mike Astran, and Necole Peralta

**Open forum:** Resident indicated their car was rummaged through and a noose had been tossed over their fence; requested BoD attention.

**PRESIDENT REPORT:** Trees, grills and picnic tables have been installed.

**READING OF MINUTES:** April 2021 minutes reviewed.

**APPROVAL OF MINUTES:** April 2021 minutes approved.

**COMMITTEE REPORTS:**

**TREASURE'S REPORT:** December 2020 and March and April 2021 bank statements and January and February 2021 financials reviewed and approved. Summit Management is going to look into two Dominion invoices that far exceed other similar invoices.

**FINANCIAL REPORT:** December 2020 and March and April 2021 bank statements and January and February 2021 financials reviewed and approved. Summit to look into high Dominion Energy invoices.

**MANAGEMENT REPORT:** The current report reviewed.

Summit recommends asking Daly, Hamad for another two-to-three-year engagement letter for future audit engagement.

**Neighborhood Watch:** nothing to report.

**Annual Residents Meeting:** next TBD

## **Architectural Control Committee (ACC):**

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.

ACC applications:

- 8513 Blue Bird Woods Court: tree pruning approved.
- 6710 Red Bird Woods Court: Staircase approved.
- 6736 Cardinal: shutter painting approved.
- 8575 Enochs: solar powered door camera approved.
- 6708 Red Bird: solar panels; not enough information, BoD denied.
- 8500 Blue Bird Woods Court: roof approved.

**Due Process Policy:** potential revision the board should also look into (Pending).

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

Reported fire lane sign down due to snow contractor needs reinstallation (Pending).

**Parking:** see committee report.

**Parking Committee:** Parking issue to be added as a BoD agenda item for discussion (tabled).

**Reserve Study:** Nothing new to report.

**Fence:** Nothing new to report.

**Playground:** Nothing new to report.

**Tennis Court:** Summit to look for warranty for tennis courts.

**Audit:** Nothing new to report.

**Landscaping:** 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. Trees and bushes delivered, yet to be embedded (pending).

Summit to ask Jose regarding costs of some maintenance items (open).

**Arborist:**

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).

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

BoD requests map showing location for new trees and bushes from Jose.

**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. Summit sent Jose request to get update on Spring application (open).

**Graffiti:** nothing new to report.

**Pet Stations:** Vendor indicates 3 cans need to be replaced: locks are not working and being left open so bags are being stolen. Cost is \$314.65. Upon BoD request Summit requested discount from Poop 911 due to long term contract; Poop 911 offered a 10% discount on the installation portion of the quote. Cost reduced to \$305.76. Requested Vendor to inspect bins to see if just the locks could be replaced. Will be updated following their next onsite trip. BoD to examine stations to make further determination. Update: per BoD president all stations are fine: requested someone to come out and meet him to show what is broken (pending).

**Lights:** Light out at 8510 Enochs: PSE repair complete. Light out in front of 6743 Cardinal Woods; to be reported.

#### **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. BoD asked for a specifications report for two more streets before going out for bid. Report approved by BoD.

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.

BoD received revised specifications draft from Engineer. BoD moved and approved requesting bids to repave Enochs, Kernon, Blue Bird Woods and Cardinal Woods.

Summit shall send all paving bids and comparison sheet to Board.

**Gazebo:** nothing to report.

**Tow Report:** one.

**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. Need a new snow contract for the 2021-22 season.

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

**Community Clean-Up:** next TBD.

**Yard Sale:** BoD selected 11-12 September.

**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. Order being reevaluated to see if post only can be ordered. Summit reached out to vendor: replacing posts for "out dated" grills would cost more than new posts and grills. Vender proposal for replacing 3 grills and picnic tables is \$4295. Summit is moving forward on the project. Picnic equipment has been delivered and in storage until emplacement. Grills and tables have been installed (CLOSED).

**OPEN/CLOSED Action items:**

**New Business:** Summit shall call Fairfax County about sidewalk drainage problem on Mt. Air.

**Executive Session:** 7:59pm, board moved to executive session. Board returned from executive session at 8:04pm.

**ADJOURNMENT:** adjourned the meeting at 8:04pm.

Respectfully submitted by Paul Helt, Secretary

Approved on