

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

**DATE:** June 22, 2021

**LOCATION:** Virtual Telecomm

**CALL TO ORDER:** M. Williams called the meeting to order at 7:02 p.m.

**PRESENT:**

- A. **Board Directors:** Sam Zaghmout, Michael Williams, Paul Helt and Deveney Wall.
- B. **Summit Management:** Lori Randall and June Jackson
- C. **Residents:** George Blackwell and Michael Astran

**Open forum:** nothing to report.

**PRESIDENT REPORT:** Need to discuss parking and paving.

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

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

**COMMITTEE REPORTS:**

**TREASURE'S REPORT:** May 2021 bank statements and April 2021 financials pending.

**FINANCIAL REPORT:** May 2021 bank statements and April 2021 financials pending. Summit explained reason for larger Dominion bill being consistent, satisfying the BoD.

**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

**Future BoD Meetings:** BoD moved and approved for legal counsel to prepare a draft policy resolution for HOA to hold virtual meetings.

## **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:

- 8500 Blue Bird Woods Court: roof approved.
- 8575 solar powered door camera approved.
- 6744 Cardinal: door pilasters and cross head replacement approved.
- 8517 Enochs: French door replacement approved.
- 8548 Enochs: shutters approved but door painting denied due to color not on approved list.

**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:** initial BoD extensive discussion on possible actions to resolve parking issues since the annual meeting presentation of survey results.

BoD moved to change towing time start from 7pm to 5pm daily (tabled).

**Parking Committee:** BoD has added parking resolution to monthly meeting agenda.

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

**Fence:** Nothing new to report.

**Playground:** Nothing new to report.

**Tennis Court:** Summit request warranty for tennis courts; has tried several times (pending).

**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. BoD moved and approved \$508 to address the maintenance items.

**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). BoD moved and approved to pay \$2495 as the second and final payment to Jose for their work.

**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:**

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

BoD discussed comparison sheet provided by Summit. BoD decided to request full contract information from Fairfax Paving and Propave Option 2; Summit to proceed.

Fairfax Water milling and paving part of Enochs due to water main break. BoD discussed receiving compensation from Fairfax Water rather than milling and paving prior to full milling and paving project contracted by MAC HOA. BoD decided to accept Fairfax Water's milling and paving repair. BoD shall request Fairfax Water to proceed with repair.

Fairfax Water has agreed to conduct a Leak Detection of Water Mains under the streets on 17 July. BoD discussed coordinating any leak repair with street repair milling and paving. BoD decided at this time to proceed with learning about any leaks from the Leak Detection. Further discussion for further action pending.

**Gazebo:** nothing to report.

**Tow Report:** two.

**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:** 6744 Mockingbird keeping trash cans outside in front every day.

For further future discussion, behind Kernan, Summit to request Jose for proposal to install retaining wall to facilitate moving trash cans through the area and improve drainage.

**Executive Session:** 8:45pm, board moved to executive session. Board returned from executive session at 8:57pm.

ADJOURNMENT: adjourned the meeting at 8:58pm.

Respectfully submitted by Paul Helt, Secretary

Approved on