

**WoodLynne Homeowners Association
Board of Directors Meeting
April 13, 2023
Via Zoom
Approved**

BOARD MEMBERS PRESENT

Patty Kearns	President
Winston Wonsang	Vice President
Heather Walrath	Secretary
Mike Brown	Treasurer
Kara Nickerson	Member at Large

OTHERS PRESENT

Ashley Gonzalez	Community Manager, Cardinal Management Group
James Walkinshaw	Braddock District Supervisor

I. CALL TO ORDER/VERIFICATION OF QUORUM

Ms. Kearns called the meeting to order at 7:03 P.M., noting the presence of a quorum of directors.

II. APPROVAL OF THE AGENDA

MOTION: Mr. Wonsang moved to approve the agenda as written. Ms. Kearns seconded. The motion carried unanimously.

III. SPECIAL GUEST SUPERVISOR WALKINSHAW

Supervisor Walkinshaw provided answers to board and homeowner submitted questions as follows:

Q: What is the supervisor's office currently doing to help remedy the situation of reduced trash services and skyrocketing prices?

A: Fairfax County has a privatized system of trash collection, which means that residents' trash is collected by private haulers and not the county. The issue is that nationally, there has been a lot of consolidation in the trash hauling industry over the past five years. This industry consolidation which restricts choice, coupled with the severe labor shortage (especially for CDL drivers), has affected service. Supervisor Walkinshaw went to the county board and led an effort to have the county attorney and solid waste staff meet with American Disposal to highlight the violations of Fairfax County ordinances that the supervisor felt they were not abiding by. There was a consent agreement, which requires American Disposal to meet a more stringent standard. Some of the standards are that they have to demonstrate they are working to recruit more CDL drivers, issue refunds for missed pickup and improve customer service by hiring more workers. Over the last six months, there has been an improvement in their services. One of the things that the county is doing to get more competition is to give more neighborhoods the opportunity to receive trash collection from Fairfax County. He is hopeful this will give some neighborhoods an option to get better service.

Q: There are issues with speeding on the county roads surrounding our community, including on Roberts Road, where the crosswalk with Nellie White Lane is located. Drivers do not stop for pedestrians, and make it unsafe for families and children. Is there anything the supervisor's office can do to help us get a blinking crosswalk and/or speed bumps there?

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A: In most counties, the county government does not own or maintain the roads. It is the state government. VDOT makes the ultimate decision as to what changes, if any, are made to their roads and intersections. The supervisor's office has invested local tax dollars to make pedestrian and bicycle safety improvements. There is a list of more than one thousand unfunded bicycle and safety issues in the county, and the office is working through those in order of severity. He will go back to VDOT and ask for the analysis that they have done at this particular intersection, as well as speak with FCPD to see if they will do some additional speed enforcement there.

Q: The power boxes located near Nellie White Lane and Roberts Road frequently have issues, resulting in power outages for our community. The county trees there also become overgrown and can damage the power lines. Are there plans to work with Dominion to update the power grid and aging equipment in this area, including the transformers, and to maintain the trees? Are there plans to move more power lines underground?

A: In 2021, a board member shared the issue that residents were having with power issues and the supervisor's office reached out to Dominion to take a look at it. Dominion did go out and replace some of the boxes and infrastructure. He has asked for an update in regards to recent outages and the performance of the power grid to ensure the upgrades and repairs made are working. In regards to the trees, Dominion manages the trimming of the trees if they are close to their power lines. Residents can report any low-lying branches on power lines to the supervisor's office or Dominion directly. As far as undergrounding, Dominion has a very strategic undergrounding program. Dominion looks at ten years of outage history and chooses the area with the most outages, and then reaches out to those communities to see if they are interested in moving the power lines underground. Supervisor Walkinshaw asks the community to keep the supervisor's office in communication with any outage issues that arise over the summer, and at that point, the office can reach out to Dominion to see what the next steps can be to try to address it.

Q: Car break-ins have become a bigger issue in our community in the past couple years. We have also had issues with a couple belligerent individuals, though this is fortunately rare. Is there any way we can request that the police step up patrols in our neighborhood?

A: Supervisor Walkinshaw stressed to residents to not leave car doors unlocked or valuables inside their vehicles. There is now a dedicated police unit that focuses on breaking up these organized rings of car thieves. If a vehicle has been broken into, even if nothing is taken, it is important to still report it to the police. There is a dedicated crime prevention officer in the West Springfield police station that serves WoodLynne, and they are able to come out and do a security assessment of the neighborhood.

Q: Is there a way to eliminate big rigs and tractor trailers parked on New Guinea Road?

A: The challenge is that on the west side of New Guinea Road, there is no parking. However, on the east side, parking is allowed. The reason for this is that Fairfax County cannot legally restrict parking due to the fact that the area is an industrial zone. This area where these vehicles/trucks are parked is located in an industrial zone, and the county can only restrict parking in residential zones.

Q/Request: Please eliminate the yellow blinking left turn signal at Roberts Road and Burke Center Parkway, and replace it with green turn signal only.

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A: This is a VDOT issue. The supervisor's office did ask VDOT to take a look at that, but they have not yet finished their analysis. An update will be given to the HOA when VDOT finishes the research.

Q: The speed limit on Colony View Drive is 30 MPH. Is it possible to decrease the speed limit to 25 MPH?

A: The supervisor's office can ask VDOT to look at this area and do a speed analysis. However, it is not easy to decrease speeds in certain areas due to VDOT's standards.

Q: Can there be a standard road sign on Colony View Drive for "playground ahead"?

A: The supervisor's office will look into having this sign installed.

Q/Request: Target needs to replace their large number of dead and dying trees in their parking lot and along New Guinea Road.

A: Supervisor Walkinshaw received an update that new trees have been planted there. A representative from the supervisor's office will view the area to ensure compliance with code. As far as the landscaped area around the main sign, Supervisor Walkinshaw stated that they do not have any enforcement in that area, but the office will take a look. He is happy to reach out to the manager of Target to state that complaints regarding the landscaping have been received.

Q: Could you please provide an update on where and when more electric charging stations will be installed in the area.

A: Many EV charging stations are installed on private property, so different businesses make that decision. From the county government perspective, the county has plans to install charging stations at an increasing number of county facilities, specifically the Burke Centre Library. A pilot program called Charge Up Fairfax will be working with HOAs to help them work through the process of installing shared EV stations on their property.

Q: At the Burke VRE station, the overnight parking rules were changed. What was the rationale behind this change?

A: Supervisor Walkinshaw was not aware of this change, and will look into the change and report back to the association.

Q: What is the status of the speed camera by Bonnie Brae Elementary?

A: The county office received the authority to start a pilot program of installing speed cameras in school and construction zones. The county picked a number of areas to start installing them, and hopes to expand the area of installation to include Bonnie Brae Elementary.

III. RATIFICATION OF EMAIL DECISIONS

There were two email votes to be ratified regarding the acceptance of a proposal from Peter's Landscape for arbor care throughout the community, one in the amount of \$15,480.75, and the other in the amount of \$2,150.

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MOTION: Ms. Walrath moved to ratify both email approvals of two separate Peter's Landscape proposals. Mr. Wonsang seconded. The motion carried unanimously.

IV. REPORTS

President:

Ms. Kearns stated the sign is mostly rebuilt, and management is still awaiting the delivery of the letters for the sign.

Vice President:

Mr. Wonsang reported that the Pool Committee will be meeting on Monday, April 24, 2023.

Secretary:

MOTION: Ms. Walrath moved to approve the March board meeting minutes. Ms. Kearns seconded. The motion carried unanimously.

Treasurer:

Mr. Brown did not have a report.

Architectural Review Committee (ARC):

Mr. Sobers stated that this month, there were three applications. In two weeks, the committee will hold their ARC meeting.

The ARC form that is currently uploaded to CINC is not the current form, and the board will send the updated form for upload.

Starting May 1, 2023, the committee will be starting a full walkthrough of the community.

V. COMMUNITY FORUM

A homeowner had a couple questions about the pool. One in regards to the sump pump, and the other in regards to an umbrella. Mr. Wonsang will get back to the homeowner with an update after the Pool Committee meeting.

A homeowner had a question regarding the fillable ARC application.

Another homeowner asked when the light pole painting project will be complete. The homeowner also asked if the curbs throughout the community will be painted. Management is working on gathering proposals at this time for the curb painting.

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VI. MANAGEMENT REPORT

Management reviewed the financials as of March 31, 2023. As of March 31, 2023, the assessment receivable amount was at \$9,994.14. The association has a delinquency rate of 3%. Auditors have indicated the industry standard for assessment receivable is 5%. There is positive members' equity of \$13,859.92. Auditors recommend the association maintain excess equity at a level of 10%-20%.

At the closing of the month, the association had total cash & investments of \$303,490.00. This includes \$30,299.67 in the association's operating accounts, \$228,190.33 in a money market account at Morgan Stanley, as well as various laddered CDs totaling \$45,000, representing total replacement reserves in the amount of \$273,190.33.

Management went through the action item log with the board.

Management provided an update on the CINC transition. Board training will be taking place in May.

VII. CONTRACTS

Management presented **EXHIBIT E**, which is the matrix and proposals from Mason & Mason, Building Reserves and Reserve Advisors for a new full reserve study, including a site-visit. Management recommends Building Reserves, as the cost is competitive and the reports created are easy to use and understand with details and photos.

MOTION: Mr. Brown moved to approve the proposal from Building Reserves to complete the Reserve Study in the amount of \$2,895. Ms. Walrath seconded. The motion carried unanimously.

VIII. MISCELLANEOUS

None.

IX. EXECUTIVE SESSION

MOTION: Ms. Kearns moved to enter Executive Session at 8:54 P.M. to discuss legal matters, violations and collections. Ms. Walrath seconded. The motion carried unanimously.

MOTION: Ms. Walrath moved to exit Executive Session at 9:20 P.M. and return to Open Session. Mr. Wonsang seconded. The motion carried unanimously.

The following motion was made:

MOTION: Ms. Walrath moved to approve the monthly inspection contract addendum from management. Ms. Kearns seconded. The motion carried unanimously.

X. ADJOURNMENT

MOTION: The board unanimously agreed to adjourn at 9:22 P.M.