

Edgelea Woods Community Association (EWCA) Meeting Minutes

Date: April 15, 2026

Start Time: 9:04 PM

End Time: 9:39 PM

Location: 9916 Oleander Avenue

Attendees:

President: Frank S.

Vice President: Jonathan W.

Treasurer: Matt P.

Secretary: Dave Y.

Other homeowners: None

1. Call to Order:

- The meeting was called to order at 9:04 PM.

2. Legal / DPOR Filing

- The Board spoke with the HOA lawyer and confirmed that Department of Professional and Occupational Regulation (DPOR) filings do **not** need to be completed through legal counsel.
- DPOR registration is still required annually, including registering all current board members.
- Matt will file the DPOR registration by the end of February each year.

3. Mowing Contract

- The Board reviewed a mowing contract for the Edgelea Woods common areas totaling \$1,800 per year for a two-year term, covering 20 cuts per year.
- The contract reflects a price increase from the previous agreement and averages \$150 per month.
- A typo was identified in the contract and will be finalized after correction.

4. Pest Control

- PestNow services are currently on hold.
- The Board will look for an alternative mosquito control provider for common areas.

5. Architectural / ARC Follow-ups

- Discussed a communication received from Sharon Valvano.
- Frank will send a courteous email explaining the situation.

6. HOA Dues

- Approximately 80% of HOA dues have been paid to date.
- Secondary payment notifications will be provided to delinquent homeowners.

7. Community Signage

- No sign quotes have been received yet. Jonathan will obtain quotes for signage.

8. Form Clarification

- Frank provided clarification to Jonathan's questions related to an HOA Escrow form Jonathan received from a realtor

9. Privacy and Website Posting

- The Board discussed privacy considerations related to homeowner information as it relates to the public HOA website.
- Dave will speak with the HOA webmaster about potential for posting some information only accessible to the homeowners while other information can be posted publically.

10. Additional Items

- The June meeting may be shortened due to Board conflicts.
- The Board will monitor Home Depot for a replacement picnic table kit.

11. Adjournment:

- The meeting was adjourned at 9:39 PM.

Reminders, Announcements, and Miscellaneous Information

Fairfax Senior Centers

Fairfax Senior Centers are recreation centers for adults 50 and older. You can register for a fee at the Jim Scott Center on Vaden Drive near the Fairfax side of the Metro. Senior programs are from 9am-3pm weekdays. They offer fitness programs, special interest activities (art, music and technology). Once you are registered for a fee you can use any of the Adult Centers throughout the county. Check out information on

Neighborhood and Community Services at:

<https://www.fairfaxcounty.gov/neighborhood-community-services/senior-centers>

Since the weather is not ideal for outdoor exercises try this link: SAIL (Stay Active Independent Living) <https://youtu.be/CiGHqr6YW98?si=pFqPFZKkzV3sGVQL>

50+ Fairfax County Facebook: [Fairfax County 50+](#)

Peggy Kelly has kindly offered her assistance as well to answer questions. She can be reached at mmlk418@verizon.net or 703-400-9523.

Parking

Please keep in mind that EWCA rules prohibit long-term parking of commercial vehicles in the neighborhood.

Street Lights

To report an outdoor lighting concern, submit a concern to Dominion Energy at: <https://www.dominionenergy.com/virginia/report-outage-or-emergency/streetlight-outages>

Street Sign Issues

To report any issues with street signs, contact Fairfax County Department of Public Works and Environment Services. Call M-F 8-4:30 at 703-877-2800 or submit a maintenance form at:

<https://www.fairfaxcounty.gov/publicworks/street-name-sign-maintenance-form>

Stop Sign Visibility Issues

To report a problematic visual obstruction of a stop sign, call V-DOT at 703-259-0243 or go to <https://virginiadot.org> You can place a maintenance request online. Click the associated tab at the top of the main page labeled, "to report a road problem."

Potholes

To report potholes in roads or any other issues related to roads contact the Virginia Department of Transportation (VDOT) here: <https://my.vdot.virginia.gov> or call 1-800-FOR-ROAD. Once reported, VDOT typically repairs the pothole within 72 hours.

Oakton High School Facility Issues

To report any facility concerns regarding Oakton High School, such as dangerous trees or vine growth, contact the FCPS Facilities Leadership team at:

<https://www.fcps.edu/contact-us>

Feeding Wildlife in Our Community

Please do not feed the foxes. They are a vector for rabies. Fairfax County Animal Control has said that they will not trap or remove them as they are a natural occurring species. If you see an aggressive fox, it could be a sign of illness. You can call (703) 691-2131 to report aggressive behavior.

Seller's Packets

The seller's packet is homeowner's association documentation provided to the buyer by the seller. It includes information such as proof of HOA insurance, annual dues, Architectural Review Committee (ARC) compliance, confirmation that the HOA does not have a lien on the property, etc. The Virginia Code requires that a property seller supply this information to the buyer through the HOA.

The packet requires some work on the part of the Board and is impossible to deliver overnight. If you are thinking about putting your house on the market, please reach out to the Board immediately. You'll drop off a check for \$100 which will start the process. If you would like the seller's packet expedited, there is an additional \$70 fee associated with a rush job. The EWCA Vice President will gather the documents, the ARC will do a walk past the exterior of the house to affirm compliance with ARC guidelines, and then the packet will be assembled and sent out.

Starting early allows you and the ARC Board to resolve any issues that might remain unsettled before the crush of a closing date makes everything hectic. Doing so also allows the volunteers who do the work time to do it well.

Home Sale and Homeowner Association Document Acquisition

Here are the steps involving the acquisition of ARC documents,

1. Pay a \$100 fee c/o EWCA to acquire an EWCA Seller Packet.
 - Checks with a written request to receive an EWCA seller packet can be mailed or hand delivered to:

9916 Oleander Avenue
c/o Frank Sheridan
Vienna, VA 22181

2. The Board needs three weeks for the completion of HOA documents in order to
 - Complete an ARC walk-through of the outside of the home.
 - Gather homeowner policy insurance information, EWCA budget information, lien info, and fill out the State of Virginia HOA Disclosure Packet.

Contact info for the EWCA Board Members:

Frank Sheridan, President: fsheridan@verizon.net
Jonathan Welly, Vice President: welly8@gmail.com
Matt Pang, Treasurer: mlpang1@gmail.com
David Young, Secretary: DavidYoung12@gmail.com
EWCA: ewcahoa@gmail.com

Contact information for the Architecture Review Board:

Chris Le, ARC Chair: edgeleawoodsarc@gmail.com

Be sure to check our website for docs, old minutes, info on getting ARC approval for your home projects, etc.: <http://edgeleawoods.com/>

Architectural Review By-Laws Regarding Exterior Changes To Your Home

Please be aware that before you do any kind of work or improvement to the outside of your house, it needs to be reviewed first by our Architectural Review Committee (ARC). These are by-laws as they pertain to advance approval for changes to the exterior of the home. If you have any questions, you can drop an e-mail to our ARC Chair.

"No building, fence, wall or other structure shall be commenced, erected, or maintained upon the properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an Architectural Committee composed of three (3) or more representatives appointed by the Board."

ANY CHANGE to the exterior appearance of a property lot within the Edgelea Woods neighborhood requires the approval of the Association's Architectural Review committee (ARC). Requests for changes/modifications to lots within the community must be presented to the ARC in writing using the prescribed form from the homeowner's manual. The ARC will review requests within 30 days of the receipt of the request. Reply to the applicant will be in writing. Whenever possible, the ARC will try to provide initial notification by telephone/in person prior to the delivery of written reply to allow for the expeditious scheduling of work.