

## Edgelea Woods Community Association (EWCA) Meeting Minutes

**Date:** March 18, 2026

**Start Time:** 9:05 PM

**End Time:** 9:37 PM

**Location:** 9916 Oleander Avenue

### Attendees

President: Frank Sheridan  
Vice President: Jonathan Welly  
Treasurer: Matt Pang  
Secretary: Dave Young  
Other homeowners: None

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### 1. Call to Order

- The meeting was called to order at 9:05 PM.
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### 2. Neighborhood Signage

- Discussion was held regarding new signage for the neighborhood to replace the aging signs. An Eagle Scout project is not available to assist. The Board will explore construction of new Edgelea Woods signs. Jonathan will take the lead on researching replacement options.
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### 3. HOA Dues and Financial Matters

- HOA dues status was reviewed. 64 payments have been received, representing 55% of homeowners. Dues are due by April 11, 2026. The HOA is willing to accept advance payments of future HOA dues.
  - Zelle has been a popular payment method.
  - The HOA will no longer accumulate paper records. Financial balances will be updated monthly.
  - The EWCA federal and state tax returns have been filed.
  - EWCA needs to re-register with the Department of Professional and Occupational Regulation (DPOR) and update its membership. Frank will contact DPOR regarding this matter.
  - The HOA insurance policy has been received.
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#### 4. Landscaping and Common Areas

- The HOA has been unable to contact Jerry, the current lawn service provider for the common area. The Board may need to identify a new contractor. Frank will make a few more attempts to contact Jerry before looking for a new contractor.
  - The picnic table in the meadow is currently in disrepair. It will be reviewed again to determine whether replacement is necessary.
  - The meadow space remains open and available for use by neighborhood residents.
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#### 5. Architectural and Aesthetic Considerations

- A homeowner inquired about being grandfathered in for a missing window mullion. Frank explained that mullions have been a defining aesthetic feature of the neighborhood since its inception. The HOA bylaws require that all homes uphold these established neighborhood aesthetics, including window mullions.
  - The property at 9803 Oleander is being renovated and will serve as a test case for future aesthetic and architectural considerations. The renovation includes a larger house, though it is expected to remain within the same overall footprint.
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#### 6. Administrative Items

- The EWCA Annual Meeting Minutes from February 2026 have been uploaded to the EWCA website (<https://edgeleawoods.com>). The EWCA Meeting Minutes from January 2026 will be uploaded soon.
  - David offered to organize the neighborhood contact information into the EWCA Google account for ease of use.
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#### 7. Adjournment

- The meeting was adjourned at 9:37 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](mailto: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](mailto:fsheridan@verizon.net)  
Jonathan Welly, Vice President: [welly8@gmail.com](mailto:welly8@gmail.com)  
Matt Pang, Treasurer: [mlpang1@gmail.com](mailto:mlpang1@gmail.com)  
David Young, Secretary: [DavidYoung12@gmail.com](mailto:DavidYoung12@gmail.com)  
EWCA: [ewcahoa@gmail.com](mailto:ewcahoa@gmail.com)

### **Contact information for the Architecture Review Board:**

Chris Le, ARC Chair: [edgeleawoodsarc@gmail.com](mailto: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.