

Minutes  
8 January 2026  
Foxvale Farm Homeowners' Association (FFHA)  
HOA Board Meeting

HOA Board Members Present?					
Laszlo Zsidai, President	N	Linda Koppier, Secretary	Y	Regina McPhie	N
Brian Kainec, Vice President	Y	Josh Powers, Common Area	Y	Michael Porzio	N
David Whelan, Treasurer	Y	Erik Bowman, Web Site	Y	Tom Hixon	Y
Architecture Control Committee (ACC) Members in Attendance					
David Clark					
Guests					
None present					

Agenda:

- Architectural Control Committee (ACC) Report
- Approve November 2025 Minutes
- Treasurer's Report
- Common Area Report
- Action Item Review
- Other Topics

Discussion:

- The meeting was called to order at 7:05 pm.
- The November 2025 HOA Board meeting minutes were approved by vote.
- Architectural Control Committee (ACC) Report
  - The ACC has no pending actions.
  - Violations
    - 10716 Wynkoop Dr. Guideline Violation –The shed is still there and in disrepair. Mr. Hixon drafted a letter to the homeowners. There were revisions discussed for the letter and Mr. Hixon will make those changes.
    - Non-compliant fences along Georgetown Pike: 10716 Wynkoop Dr., 10718 Wynkoop Dr. and 891 Van Dusen Ct. – Mr. Hixon drafted a letter from the HOA Board to those homeowners (action item 2025-19). He will update the draft based on discussion in the meeting. There was no update on contact with the HOA's lawyer (action item 2025-20) to address questions posed by the ACC about these violations and to provide the answers in a letter to the HOA Board.
  - Applications for Improvements
    - 1015 Riva Ridge Dr. – Inquiry about repairing their fence. No action needed by the ACC.
  - On-site Inspections for Real Estate Disclosure Packets
    - No inspections requested since last HOA Board meeting.
  - ACC Records Keeping – Mr. Clark asked the HOA Board if it would be possible to scan the existing files (held in 2 file boxes) so that they can be stored electronically. Mr. Kainec took the action to get quotes for scanning the material. It is anticipated that the files would be searchable. (action item: 2026-01)

- Architectural Guidelines – The approved updated guidelines. The website’s copy of the guidelines needs to be updated to also contain the approved colors listing. Mr. Kainec will post the updated file (action item 2025-13).
- Records Keeping –
  - The HOA Board discussed the need to address records storage in general, e.g. financial records and HOA Board meeting minutes. This discussion will continue based on the results of action item 2026-01.
- Treasurer’s Report
  - Report dated as of 12/31/2025.
  - Operating funds balance for 2026 is \$22,123. The total cash balance of the checking and saving accounts is \$86,805.
  - At the end of 2026, the HOA interest income was \$1,802 and there was a revenue excess of \$8,842.
  - Mr. Whelan recommended that we ask that Mr. Glenn DeFriest to do the annual audit for 2025. The audit needs to be completed by the HOA Annual Meeting in June.
  - Forty checks have been received to date for the annual dues and 38 dues payments were paid through the Stripe website. Mr. Kainec and Mr. Bowman will reconcile the information from the Stripe website and current community email addresses.
  - The HOA Board will discuss moving funds to the Live Oaks savings account in the February meeting.
- Website issues:
  - Website “Foxvalefarm.com” does not belong to us. It is a dead site registered to a UK entity. The Stripe on-line payment for the dues flashes up a message citing this dead site. Also, the annual letter provided a link to that site. The .com and .org sites are dead links, no websites at those locations. The Foxvalefarm.com and Foxvalefarm.org domain ownerships expire 30 April 2026.
  - Forwarding from the website to the correct HOA URL is not working.
  - Mr. Kainec and Mr. Bowman took actions for the following:
    - correct the HOA URL forwarding
    - create a calendar on the site
    - look at Stripe site to see if the site cited can be fixed, and
    - create the capability for homeowners to update their own contact information
    - clean up the Gmail drive as needed.
  - It was noted that Mr. Bowman checks the [Foxvalefarm@gmail.com](mailto:Foxvalefarm@gmail.com) email account 3-4 times a week.
- Common Area Maintenance
  - The lawn contract has been completed with CLS.
  - Mr. Powers discussed using a land manager to help the HOA manage its assets. They could help us build a comprehensive plan to manage invasive projects, drainage issues, and other issues. The PLANTNOVA website has listings of resources that we can reference. Mr. Powers and Ms. Koppier plan to meet and discuss options with an eye to building a comprehensive plan.
  - From last year, there is some work to be addressed. The area behind 10701 Schindel Ct. needs to be restored. A branch impaled in the strip along Springvale needs to be removed by the tree contractor, Scott Kelly.
  - There is a stretch along Georgetown Pike to be cleaned up. Mr. Kainec and Mr. Whelan will work that when weather permits.
  - 28 March 2026 will be the Spring Clean-up Day (weekend before Easter).

- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)
  - No update.
- County Unified Trash Collection
  - Mr. Hixon was contacted by Fairfax County about a forum on 3 February 2026 regarding trash pickup throughout the county. Mr. Hixon will attend the forum and report back to the HOA Board.
- The motion to adjourn was unanimously accepted and the meeting was adjourned at 8:15 PM. The next scheduled meeting of the HOA Board is Thursday, 12 February 2026, at the Great Falls library.

**Current Action Items**

#	Created / Closed	Action
2023-7	9/12/2023	<p>Investigate approaches for getting drivers to observe the speed limit in the neighborhood and to fully stop at the Riva Ridge Dr. and Wynkoop Drive stop sign.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>10/10/2023:</u> Mr. Kainec has looked at the stop sign area and identified an appropriate place to paint a stop bar. He is familiar with the requirements for the stop bar. By the November 2023 HOA Board meeting, the stop bar will be painted.</p> <p><u>1/9/2024:</u> Mr. Kainec is waiting for good weather (temperature &gt; 50 degrees) to paint the stop bar. Next status for this action item will be in the March 2024 HOA Board meeting.</p> <p><u>3/12/2024:</u> The weather is getting warm enough to paint the stop bar soon.</p> <p><u>5/14/2024:</u> Picking out a good Saturday with dry and warm weather.</p> <p><u>10/8/2024:</u> Further discussion by HOA Board needed. Options discussed include redesign of the intersection (“square it off”), painted crosswalk (needs to be done by VDOT), speed hump and/or requesting more support from Fairfax County police.</p> <p><u>3/13/2025:</u> Mr. Zsidai will contact the project manager who upgraded the sidewalk entrance for disability access to see if there will also be a crosswalk painted there.</p> <p><u>5/8/2025:</u> Mr. Zsidai will contact VDOT about installing a painted crosswalk at the corner of Wynkoop Dr. and Riva Ridge Dr (where the disability access was recently installed) as part of the repaving scheduled for May 2025.</p> <p><u>10/16/2025:</u> Mr. Zsidai spoke with the project manager who did the latest updates to that corner about putting the wide white stop strip before the crosswalk.</p>

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2024-2	1/9/2024	<p>Obtain status regarding the encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area. Report on the status at each HOA Board meeting until resolved.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>1/9/2024:</u> Mr. Zsidai will follow-up with the Fairfax County representative.</p> <p><u>2/13/2024:</u> No change.</p> <p><u>3/12/2024:</u> Fairfax County approved the homeowner’s plan to repair the RPA. The county is not involved with removal of the fence and the basketball court from the HOA’s land. It is planned that those will be removed when the RPA is repaired.</p> <p><u>4/9/2024:</u> Mr. Zsidai has been unable to contact the homeowner multiple times. Other board members attest that there has been no work done on the property. He will continue to try to contact the homeowner to get status.</p> <p><u>5/14/2024:</u> Mr. Zsidai reported via email that the basketball court has been removed but the fence has not. It was recommended that a notarized letter be sent to the homeowner.</p> <p><u>10/8/2024:</u> Mr. Zsidai will check if the fence has been removed.</p> <p><u>11/14/2024:</u> The fence has not been removed.</p> <p><u>1/9/2025:</u> Mr. Zsidai will contact the owner about removing the fence.</p> <p><u>3/13/2025:</u> Same action.</p> <p><u>4/10/2025:</u> Post meeting note: the fence is still in place.</p> <p><u>5/8/2025:</u> Mr. Zsidai sent the homeowner an email and delivered a hardcopy 8 May 2025 to the house stating that the fence is still on FFHA property.</p> <p><u>6/18/2025:</u> Mr. Zsidai will ask the lawyer about putting a lien on that property regarding removal of the fence.</p> <p><u>7/10/2025:</u> Mr. Zsidai reported the results of that conversation. He will engage the lawyer to send a letter to the homeowner for that homeowner to remove the fence as agreed to in the letter they signed in October 2020 and require that the removal occur within a prescribed time period.</p> <p><u>10/16/2025:</u> Mr. Zsidai contacted the lawyer and is waiting for a response.</p>
2025-06	5/8/2025	<p>Inform the homeowner at 1009 Riva Ridge Dr. that they have been seen dumping yard waste in the common area and that they are responsible for removing the dumped waste and, if they do not, the HOA will have the HOA landscaper clean it up and bill the homeowner.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p>
2025-07	5/8/2025	<p>Install the NVBA Wildlife Sanctuary Certification signs.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>9/18/2025:</u> Ms. Koppier to provide Mr. Kainec recommendations for posting signs.</p> <p><u>10/16/2025:</u> Ms. Koppier provided recommended locations. Motion passed to spend up to \$100 installation of signs.</p>
2025-12	10/16/2025	<p>Provide Mr. Clark with the electronic files containing the HOA Disclosure Package Letters sent while they were HOA President.</p> <p><u>Assigned:</u> Mr. Zsidai and Mr. Hixon</p> <p><u>01/8/2026:</u> Mr. Hixon provided the files from his term as president.</p>
2025-13	10/16/2025	<p>Post the ACC approved colors to the HOA website.</p> <p><u>Assigned:</u> Mr. Kainec</p>

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2025-15	10/16/2025 Closed: 1/8/2026	Mark location of broken branches caught up in the trees in common area 7 on the common area map. <u>Assigned:</u> Ms. McPhie
2025-16	10/16/2025	Locate VDOT contacts who can address issues with the road drainage areas. <u>Assigned:</u> Mr. Zsidai
2025-17	10/16/2025	Close down the old Foxvale Farm HOA website. <u>Assigned:</u> Mr. Bowman 1/8/2026: re-direct to new site needs to be done.
2025-18	10/16/2025	Update the HOA website to allow community members to update their own information on the website. <u>Assigned:</u> Mr. Bowman
2025-19	11/6/2025	Draft a letter from the HOA Board to the homeowners of 10716 Wynkoop Dr., 10718 Wynkoop Dr. and 891 Van Dusen Ct. reiterating that their fences are in violation and if that violation is present when the home is sold, the violation will be noted in the HOA Disclosure Package letters required for settlement. <u>Assigned:</u> Mr. Hixon 1/8/2026: Draft needs to be updated.
2025-20	11/6/2025	Contact the HOA's lawyer to address questions posed by the ACC and to provide the answers in a letter to the HOA Board. <u>Assigned:</u> Mr. Zsidai
2025-21	11/6/2025 Closed: 1/8/2026	Provide updated budget sheet to include the approved budget for 2026 for inclusion in the annual letter. <u>Assigned:</u> Mr. Whelan 1/8/2026: Budget included in the annual letter.
2025-22	11/6/2025 Closed: 1/8/2026	Provide a draft to the HOA Board members for review and comment of the letter to the homeowners with the HOA budget for 2025 and the amount of the annual dues by 14 November 2025. Mail the finalized letter by 27 November 2025 to the community so that it will be received by the 1 December 2025 deadline. <u>Assigned:</u> Mr. Zsidai 1/8/2026: Annual letter sent in December.
2026-01	1/8/2026	Obtain quotes for scanning ACC Records into an electronic, searchable file format. <u>Assigned:</u> Mr. Kainec
2026-02	1/8/2026	Post payment section of Stipe site for HOA annual dues to reflect the HOA's new website URL. <u>Assigned:</u> Mr. Bowman
2026-03	1/8/2026	Create a calendar on the HOA website. <u>Assigned:</u> Mr. Bowman, Mr. Kainec
2026-04	1/8/2026	Correct the HOA URL forwarding of old websites to the current website. <u>Assigned:</u> Mr. Bowman, Mr. Kainec
2026-05	1/8/2026	Correct the HOA website cited in the Stripe site used for collecting annual dues. <u>Assigned:</u> Mr. Bowman, Mr. Kainec

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2026-07	1/8/2026	Create the capability for homeowners to update their own contact information. <u>Assigned:</u> Mr. Bowman, Mr. Kainec
2026-08	1/8/2026	Clean up the HOA's Gmail drive. <u>Assigned:</u> Mr. Bowman, Mr. Kainec

## Closed Action Items

Action items closed through 2024 are archived.

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2024-7	2/13/2024 Reinstated 10/16/2025 Closed: to be part of overall plan	Revisit whether gravel should be laid in the Drainage Project Phase 2 area (“Phase 2B” in common area 3). <u>Assigned:</u> HOA Board <u>2/13/2024:</u> Revisit in November 2024. <u>4/9/2024:</u> There has been some erosion already in this area. It is likely we will need to implement Phase 2B this summer to prevent damage to the Phase 2 area trees. <u>5/14/2024:</u> The HOA Board would like to address this in the July meeting instead of waiting for the November meeting as originally planned. <u>10/14/2024:</u> This effort will be addressed in the Common Area Strategy Plan. <u>2/20/2025:</u> It is planned to work with Sullivan to do that work during the spring clean-up. <u>4/10/2025:</u> Sullivan Landscaping has been sold. It is planned to work with the new owner. <u>5/8/2025:</u> Mr. Powers will follow-up with the new contractor, CLS. <u>10/16/2025:</u> Work with CLS to execute the Phase 2b work from the Sullivan Landscaping proposal to lay the rocks in the wooded area. Amount authorized for work is up to \$3,000.
2024-19	10/8/2024 Closed: 1/9/2025	Develop the plan for the 2024 Fall Clean-up Day. <u>Assigned:</u> Mr. Josh Powers
2024-20	11/14/2024 Closed: 5/8/2025	Develop a Common Area Strategy Plan <u>Assigned:</u> Mr. Josh Powers and Ms. Koppier <u>2/20/2025:</u> Ms. Koppier reviewed a preliminary Common Area improvements map during the meeting and sent the HOA Board a working paper tracking all the information gathered and plans to consider for common area improvements prior to the meeting. <u>3/13/2025:</u> Ms. Koppier will update the working paper for recent developments. <u>5/8/2025:</u> Ms. Koppier will update the map and submit it to be posted on the HOA web site.
2025-01	1/9/2025 Due: 1/27/2025 Closed: 2/20/2025	Review Revised Architectural Guidelines <u>Assigned:</u> All HOA Board Members <u>2/20/2025:</u> Guidelines discussed during the meeting and final voting on two issues occurred through email.

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2025-02	1/9/2025 Closed: 9/18/2025 Superseded by 2025-11	<p>Perform an assessment of the fitness of the common area's fence. We may be able to buy a few years of longer life but the fence will need to be replaced within 5 years. Contact contractors for a painting quote so the HOA Board can discuss options for maintenance versus replacement. Discuss in March 2025 meeting.</p> <p><u>Assigned:</u> Mr. Brian Kainec  <u>3/13/2025:</u> This is delayed to the April meeting.  <u>4/10/2025:</u> One quote has been obtained. Other HOA Board members will also get quotes from contractors they know. The quotes will be obtained in two parts, the portion of the fence along the HOA common areas and the portion of fence belonging to the 10 contiguous homes.  <u>5/8/2025:</u> The fence will not need to be replaced for a couple of years.  <u>9/18/2025:</u> Superseded by action item 2025-11 and closed.</p>
2025-03	1/9/2025 Closed: 3/13/2025	<p>Determine if the Northern Virginia Wildlife Sanctuary Certification would impose its requirements only on the common area and contact Plant NOVA Natives/Plant NOVA Trees for guidance.</p> <p><u>Assigned:</u> Ms. Linda Koppier  <u>2/20/2025:</u> Ms. Koppier and Mr. Powers are doing a walkthrough of the common areas on 26 February 2025 with a representative from the Northern Virginia Wildlife Sanctuary Program to get advice for plantings and better understand the certification program's requirements.  <u>3/13/2025:</u> The walkthrough was held and the ambassador will recommend acceptance of our application for certification. Mr. Zsidai signed the application.</p>
2025-04	1/9/2025 Closed: 5/8/2025	<p>Contact potential candidate to replace Mr. Jordan Sembower on the HOA Board.</p> <p><u>Assigned:</u> Mr. Brian Kainec, other HOA Board members  <u>3/13/2025:</u> Members are asking other neighbors to see who is interested.  <u>5/8/2025:</u> Mr. Michael Porzio was approved to replace Mr. Sembower.</p>
2025-05	4/10/2025 Closed: 10/16/2025	<p>Work with Dave and Heather West to identify costs for sharing the expenses and responsibility for replacing 40+ year-old dogwood trees in the common area that borders their property at 1024 Riva Ridge Dr.</p> <p><u>Assigned:</u> Ms. Koppier  <u>5/8/2025:</u> Ms. Koppier contacted the Wests. Further discussion with the Wests is needed to better understand the potential placement of the trees.</p>
2025-08	5/8/2025 Closed: 6/18/2025	<p>Plant flowers in the south entrance monument area.</p> <p><u>Assigned:</u> Ms. Linda Koppier  <u>6/18/2025:</u> Ms. Koppier planted Purple Coneflowers and Black-eyed Susans.</p>
2025-09	5/8/2025 Closed: 10/16/2025	<p>Plan improvements in common areas 8 and 9.</p> <p><u>Assigned:</u> Ms. Linda Koppier  <u>6/18/2025:</u> Mr. Powers and Ms. Koppier walked areas 8 and 9. Ms. Koppier contacted Plant Nova for advice and received information from them.  <u>7/10/2025:</u> Plans for improvements put on hold since it is likely cleaning up the extensive damage of fallen trees will deplete this year's improvement budget.  <u>10/16/2025:</u> Closed. Superseded as action for recommendations for budgets.</p>

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2025-10	7/10/2025 Closed: 9/18/2025	Report theft of HOA checking account funds and implement additional actions to prevent a future theft from the new account. <u>Assigned:</u> Mr. Zsidai and Mr. Whelan <u>9/18/2025:</u> The funds have been restored to the checking account. The theft was reported to Fairfax County.
2025-11	9/18/2025 Closed: 11/6/2025	Solicit bids for repairing the common area fence. <u>Assigned:</u> Mr. Kainec <u>11/6/2025:</u> Mr. Kainec received estimates from vendors for fence repairs and in some cases replacement of portions of the fence. It was decided to plan for the fence replacement in 2027.
2025-14	10/16/2025 Closed: 11/6/2025	Get quotes for common area maintenance and provide estimates for common area improvements for the 2026 Budget. <u>Assigned:</u> Mr. Powers and Ms. Koppier <u>11/6/2025:</u> Mr. Powers received bids for the common area maintenance for 2026. It was decided that there will be no common area improvements budgeted for 2026.