

Minutes
10 April 2025
Foxvale Farm Homeowners' Association (FFHA)
HOA Board Meeting

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

Agenda:

- Architectural Control Committee (ACC) Report
- Accept March 2025 Minutes
- Treasurer's Report
- Board Members and Annual Elections
- Common Area Report
- Action Item Review
- Other Topics

Discussion:

- The meeting was called to order at 7:12 pm with a quorum present.
- The March 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 – No change from March 2025. The motion was made that the grandfathering of the shed and associated violations on this property be rescinded and the owners be directed to remove it within 30 days. The motion was seconded and passed unanimously.
 - 891 Van Dusen Ct. Fence Violation – A new, non-compliant replacement 6-foot-high privacy fence was installed along Georgetown Pike at this address. The owner provided no notice.
 - The ACC sent a violation notice to the owner via certified mail on 7 March 2025. On 10 March 2025, the owner emailed the ACC a notice of appeal to the HOA Board. The ACC forwarded to that email to the HOA Board on 10 March 2025.
 - Background: The owner applied for a new 6-foot-high privacy fence in 2003 that did not meet ACC guidelines. At that time the property had the original fence from the developer. The request was denied. The owner installed the fence in 2004 without approval. The owner claimed to have built the fence on VDOT property and to have permission from VDOT to build the fence on that land. The HOA surveyed it and found that the newly built fence actually weaved between VDOT and homeowner

property. The ACC sent a violation notice on 3 June 2004 giving the owner 30 days to respond. There is no record of a response.

- The motion was made that the HOA Board respond to the appeal email from the owner dated 2 April 2025 to provide proof on their claim that the fence is on VDOT property with VDOT's permission. The motion was seconded and unanimously passed.
- A second motion was made for Mr. Zsidai to contact the HOA lawyer to discuss this fence issue in relation to the following questions. The motion was seconded and unanimously passed.
 1. Could the guidelines be amended to allow a 6-foot privacy fence only on properties abutting Georgetown Pike and/or Springvale Dr? The ACC believes any provision in the Guidelines must be applied universally to all 115 properties in FFHA. The HOA Board needs a legal confirmation.
 2. Is there a legal process where this 6-foot privacy fence can be temporarily exempted but then required to be removed as a condition of a sales disclosure package? Is there any way sales disclosure packages can be withheld pending correction of violations?
 3. What actions will the ACC and HOA Board take when the non-compliant privacy fences at the other two properties adjacent to Georgetown Pike reach a point requiring >50% repair/replacement? This is the point of departure established by the HOA Board notice letters in 2019.
- Applications for Improvements – No applications for improvements last month.
- On-site Inspections for Real Estate Disclosure Packets – No inspections were requested last month.
- Architectural Guidelines
 - The graphics for the updated guidelines have been completed. The ACC reviewed the final version of the guidelines and approved the completed guidelines on 8 April 2025.
- Treasurer's Report
 - There is \$54,762 in Live Oaks account and \$65,727 in the Truist account totaling \$120,490. When the reserves are taken into account, we have \$47,946 in available operating funds for 2025.
- Common Area Report
 - The spring cleanup will be 26 April 2025 and announced in the Foxy Gazette.
 - A motion was made to restock the pond with fish for approximately \$400. The motion was seconded and unanimously approved. Mr. Russ Langford will take care of restocking the pond.
- Common Area Improvements
 - The HOA Board received an email from Dave and Heather West at 1024 Riva Ridge Dr. requesting consideration of their offer to share the expenses and responsibility for replacing 40+ year-old dogwood trees in the common area that borders their property. Ms. Koppier will work with the Wests to determine what could be done and the costs so that the HOA Board can make a decision. (action item 2025-05)
 - Ms. Koppier reported that FFHA received the NVBA Wildlife Sanctuary Certification. The motion was made to purchase 3 certification signs (at \$40 each) to post at each

- entrance to the neighborhood and the bus stop at Rive Ridge Dr and Wynkoop Dr. The motion was seconded and unanimously passed.
- Ms. Koppier is looking into a grant application with Earth Sangha as a source of native plants for the improvements to the southern entrance to the neighborhood. Post meeting note: The current grant competition by Earth Sangha is for wetland areas and not suitable for the south entrance.
 - **Board Members and Annual Election**
 - Ms. Whelan and Mr. Zmuda will step down from the HOA Board this year and Ms. Koppier would like to continue on the board. Mr. Sembower resigned the HOA Board earlier this year and his position remains open.
 - Ms. Whelan graciously volunteered to continue as the Hospitality lead and the HOA Board gratefully accepted.
 - Mr. David Whelan would like to run for one of the open positions. Mr. Zmuda will contact one of the new neighbors to see if they are interested in serving on the HOA Board.
 - **Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)**
 - Mr. Zsidai has the action to contact the homeowners about when they will remove their fence from the HOA's property.
 - Post meeting note: The fence is still standing on FFHA property.
 - **Landscape Lighting at South Entrance (action item 2024-12)**
 - Mr. Zsidai has the information he needs and will contact Dominion to get the power turned on.
 - **Common Area Fence (action item 2024-01, new action item 2025-02)**
 - Mr. Kainec received a quote for labor to paint the HOA fence. 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.

- Mr. Zsidai will contact the VDOT project manager who upgraded the sidewalk entrances at the corner of Wynkoop Dr. and Riva Ridge Dr for disability access to see if there will also be a crosswalk painted there.
- Mr. Whelan spoke with VDOT people and FFHA will be repaved in August 2025. Post meeting note: The repaving may occur as early as May.
- The motion to adjourn was unanimously accepted and the meeting was adjourned at 8:30 PM. The next scheduled meeting of the HOA Board is Thursday, 8 May 2025, at the library. It is planned to hold the Annual General HOA Meeting 19 June 2025 at the Great Falls library pending its availability.

Open Action Items

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| 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 > 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> |

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| 2024-1 | 1/9/2024 | <p>Replace the fence post caps on the common area fence.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>1/9/2024:</u> Mr. Kainec will organize a fence maintenance event on 27 April 2024 with a rain date on 4 May 2024.</p> <p><u>3/12/2024:</u> The March edition of the Foxy Gazette announced the dates to replace the fence post caps.</p> <p><u>4/9/2024:</u> The event is scheduled for 27 April 2024. Communication for the event will be sent out shortly.</p> <p><u>5/14/2024:</u> The event was postponed due to weather. Mr. Kainec has the material for an instructional video. There can be pre-cut work done. There are ~100 rotten post caps out of ~600 to be replaced. There will be communications via email and in the Foxy Gazette for the event.</p> <p><u>10/8/2024:</u> Post toppers for 110 posts have been purchased.</p> <p><u>11/14/2024:</u> Discussed having Sullivan Landscaping do the installation during the off-season for mowing.</p> <p><u>1/9/2025:</u> Mr. Kainec will contact Sullivan Landscaping about replacing the fence post caps.</p> |
| 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> |

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| 2024-7 | 2/13/2024 (reinstated) | <p>Revisit whether gravel should be laid in the Drainage Project Phase 2 area (“Phase 2B” in common area 3).</p> <p><u>Assigned:</u> HOA Board</p> <p><u>2/13/2024:</u> Revisit in November 2024.</p> <p><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.</p> <p><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.</p> <p><u>10/14/2024:</u> This effort will be addressed in the Common Area Strategy Plan.</p> <p><u>2/20/2025:</u> It is planned to work with Sullivan to do that work during the spring clean-up.</p> <p><u>4/10/2025:</u> Sullivan Landscaping has been sold. It is planned to work with the new owner.</p> |
| 2024-12 | 4/9/2024 | <p>Update the landscape lighting at the south entrance on Riva Ridge Dr.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>5/14/2024:</u> The lighting has been ordered, replacement downlight and a second light, both of which are “Dark-Skies” approved.</p> <p><u>9/18/2024:</u> Ms. Stinson is working with Dominion Power to turn the new lights on.</p> <p><u>10/8/2024:</u> Mr. Zsidai will make the request to Dominion Power to turn the power back on.</p> <p><u>3/13/2025:</u> Mr. Zsidai contacted Dominion Power which has no record of what needs to be turned on. It appears there is a hook-up there. Mr. Zsidai will continue to work with Dominion Power.</p> |
| 2024-20 | 11/14/2024 | <p>Develop a Common Area Strategy Plan</p> <p><u>Assigned:</u> Mr. Josh Powers and Ms. Koppier</p> <p><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.</p> <p><u>3/13/2025:</u> Ms. Koppier will update the working paper for recent developments.</p> |

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| 2025-02 | 1/9/2025 | <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</p> <p><u>3/13/2025:</u> This is delayed to the April meeting.</p> <p><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.</p> |
| 2025-04 | 1/9/2025 | <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</p> <p><u>3/13/2025:</u> Members are asking other neighbors to see who is interested.</p> |
| 2025-05 | 4/10/2025 | <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</p> |

Closed Action Items

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| 2023-1 | 6/13/2023 Closed: 5/14/2024 | <p>Determine the status of fences along the HOA's perimeter on Georgetown Pike and Springvale Rd. and report back to the ACC.</p> <p><u>Assigned:</u> Mr. David Whelan</p> <p><u>7/11/2023:</u> ACC has drafted a letter to be sent to the homeowners responsible for the needed maintenance for review/edit.</p> <p><u>9/12/2023:</u> The ACC still has the letter for review.</p> <p><u>10/10/2023:</u> Follow-up with ACC.</p> <p><u>1/9/2024:</u> The tree that fell over the fence was cut down. There are 2 fences that need to be repaired. The ACC needs to notify those homeowners. Mr. Zsidai will send an email to Ms. Keefe to follow-up.</p> <p><u>2/13/2024:</u> The last house along Georgetown Pike has a mix of white boards and wood boards that need to be fixed.</p> <p><u>3/12/2024:</u> No change.</p> <p><u>4/9/2024:</u> Mr. Clark sent a letter to the homeowner in March about the non-compliance issue and suggestions for how to come into compliance. He will follow-up with the homeowner.</p> <p><u>5/14/2024:</u> Mr. Clark reported that the homeowner has fixed the fence.</p> |
| 2023-2 | 7/11/2023 Closed: 9/12/2023 | <p>Obtain key to the HOA's post office box from Mr. Tom Hixon.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>9/12/2023:</u> Ms. Megan Stinson has a spare key that she will hand over to Mr. Zsidai.</p> |
| 2023-3 | 7/11/2023 Closed: 9/12/2023 | <p>Get a quote for replacing the HOA fence post caps with PVC board from a contractor and, alternatively, estimate cost for the HOA to purchase materials and have HOA volunteers do the work.</p> <p><u>Assigned:</u> Mr. Brian Kainec</p> <p><u>9/12/2023:</u> Mr. Kainec reached out to several contractors. None got back to him. Mr. Kainec estimated the cost of the materials (40- 2"x6" PVC boards and nails) to be approximately \$2,000.</p> |
| 2023-4 | 7/11/2023 Closed: 9/12/2023 | <p>Look into options for short term CDs in which to invest cash not imminently needed.</p> <p><u>Assigned:</u> Mr. Jordan Sembower</p> <p><u>9/12/2023:</u> Mr. Sembower provided suggestions during the meeting.</p> |
| 2023-5 | 7/11/2023 Closed: 9/12/2023 | <p>Look into other banks for the HOA checking account.</p> <p><u>Assigned:</u> Ms. Dolly Whelan, Mr. Brian Kainec</p> <p><u>9/12/2023:</u> Dolly reported that Apple Federal Credit Union had unacceptable rates.</p> |
| 2023-6 | 9/12/2023 Closed: 10/10/2023 | <p>Contact three (3) banks for their rates for high yield savings accounts.</p> <p><u>Assigned:</u> Ms. Megan Stinson</p> <p><u>10/10/2023:</u> Completed.</p> |

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| 2023-8 | 9/12/2023 Closed: 9/10/2024 | <p>Look into what is involved in getting gas service from Washington Gas to more homes in the HOA.</p> <p><u>Assigned:</u> Mr. Matt Westbrook</p> <p><u>10/10/2023:</u> Mr. Westbrook contacted Washington Gas and is trying to find the appropriate person to call. Mr. Kainec will provide Mr. Westbrook with contact information from his previous dealings.</p> <p><u>11/14/2023:</u> Mr. Westbrook continues to try to find the right contact at Washington Gas.</p> <p><u>1/9/2024:</u> Mr. Westbrook is engaged with Washington Gas. They are looking at which houses in the HOA are eligible to receive gas. Currently the count of eligible houses is 60 but that needs to be confirmed. The next step will look at the number of the houses and the potential cost. Mr. Westbrook will then look into how the HOA can support this effort and the benefits to the community of getting that service.</p> <p><u>2/13/2024:</u> Mr. Westbrook provided a more detailed map of the neighborhood to Washington Gas for their planning and cost estimating purposes.</p> <p><u>3/12/2024:</u> No report this month.</p> <p><u>4/9/2024:</u> Washington Gas has not been responsive to Mr. Westbrook's call for status regarding cost estimates. It would be good to survey the community to ascertain the level of interest in getting gas service.</p> <p><u>5/14/2024:</u> No change on the pricing model or data – it still appears to be \$10K-\$15K per household. Mr. Westbrook is trying to get more information about the cost per line foot and potential discounts if more households participate. The HOA website has a survey capability that can be used to determine the level of interest by homeowners to obtain gas service.</p> <p><u>9/10/2024:</u> Closed. The HOA Board decided to close this item.</p> |
| 2024-8 | 2/13/2024 Superseded: 11/14/2024 | <p>Revisit the scope of Drainage Project Phases 3 and 4 to determine if we should add "reservoir boxes" (deeper holes filled with gravel) to act as temporary areas to retain water until the pond can absorb the additional flow.</p> <p><u>Assigned:</u> HOA Board</p> <p><u>3/12/2024:</u> Revisit in November 2024.</p> <p><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.</p> <p><u>10/14/2024:</u> This effort will be addressed in the Common Area Strategy Plan.</p> |

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| 2023-9 | 9/12/2023 Closed: 10/8/2024 | <p>Work with VDOT to get Wynkoop Dr., McMillen Ct., Schindel Ct. and Van Dusen Ct. repaved.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>10/10/2023:</u> Mr. Zsidai reached out to VDOT. VDOT made minor repairs on Wynkoop. VDOT does not plan to pave the roads in 2024. Mr. Zsidai has the contact information. Dolly Whelan called the number to request that the roads be paved and she is waiting for a call back. Ms. Koppier submitted a request for repaving McMillen Court and received a reply that VDOT would respond within 30 days.</p> <p><u>11/14/2023:</u> Mr. Zsidai contacted the manager for the maintenance of the roads in our area and was informed that Foxvale Farm is not on the books for 2024 or 2025. He is working to get our road formally on the road maintenance project plan.</p> <p><u>1/9/2024:</u> Mr. Zsidai will follow-up with the project manager for the road maintenance project plan.</p> <p><u>2/13/2024:</u> No new status. Status this item again in June 2024 after the county has developed its schedule.</p> <p><u>9/10/2024:</u> Ms. Anne Kainec scheduled a walking tour with Delegate Rip Sullivan on 25 September 2024 to show him the state of the roads and request his help to get them repaved.</p> <p><u>10/8/2024:</u> Members of the HOA met with Delegate Rip Sullivan. Foxvale Farm roads are on the 2025 repaving plan.</p> |
| 2023-10 | 9/12/2023 Closed: 2/13/2024 | <p>Ask Sullivan Landscaping for their opinion on how to address drainage issues in the common areas.</p> <p><u>Assigned:</u> Mr. Randy Long</p> <p><u>10/10/2023:</u> No update provided.</p> <p><u>1/9/2024:</u> Mr. Long, Mr. Zsidai, Mr. and Mrs. Koppier walked common areas 3 and 4 with Mr. Mike Sullivan. Afterward, Mr. Sullivan provided quotes for a 4-part project. Through emails, the first 3 parts were approved by the HOA Board starting in December 2023. Mr. Zsidai and Ms. Koppier walked the area on 9 January 2024 to see how the water flowed through the area during a major rain storm. The water eventually does flow into the pond.</p> <p><u>2/13/2024:</u> Closed. Quotes received and phased implementation started.</p> |
| 2023-11 | 10/10/2023 Closed: 11/14/2023 | <p>Convey to the 923 Riva Ridge homeowner the HOA Board's denial of appeal of the ACC's disapproval of the front door and the new outdoor lighting.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai</p> <p><u>11/14/2023:</u> Completed.</p> |
| 2023-12 | 10/10/2023 Closed: 11/14/2023 | <p>The HOA Board needs to set the annual dues amount for 2024. Mr. Zsidai and Ms. Stinson will meet to develop a draft 2024 budget with a recommendation for the 2024 dues amount.</p> <p><u>Assigned:</u> Mr. Laszlo Zsidai and Ms. Megan Stinson</p> |

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| | | <u>11/14/2023</u> : Completed. |
| 2024-3 | 2/13/2024 Closed: 3/12/2024 | Invest \$20,000 of our reserved funds into a 5-month CD with Truist. <u>Assigned</u> : Ms. Meagan Stinson <u>2/13/2024</u> : Mr. Laszlo Zsidai will ask Ms. Stinson to make this investment. <u>3/12/2024</u> : Ms. Stinson reviewed the options. No further follow-up until September. |
| 2024-4 | 2/13/2024 Closed: 3/12/2024 | Arrange for the HOA Board to meet with the ACC to discuss language improvement in guidelines. <u>Assigned</u> : Mr. Laszlo Zsidai <u>3/12/2024</u> : Mr. David Clark attended the HOA Board meeting and discussed the history of changes to the ACC guidelines and options for future updates. |
| 2024-5 | 2/13/2024 Closed: 4/9/2024 | Install bat houses and a barred owl house in the common area. Scheduled for spring clean-up. <u>Assigned</u> : Mr. Brian Kainec and Ms. Linda Koppier <u>3/12/2024</u> : Mr. Hans Koppier installed the barred owl house in common area 3. <u>4/9/2024</u> : Mr. Kainec installed the bat houses in March. |
| 2024-6 | 2/13/2024 Closed: 4/9/2024 | Request a permanent right of way through the property adjacent to the pond for common use to allow people to walk or ride bicycles from the pond to Springvale Rd. <u>Assigned</u> : Ms. Linda Koppier <u>3/12/2024</u> : The property is owned by the Irene Bettius trust and Mrs. Bettius passed away in 2022. She is survived by her children, Mack Crippen and Martene Crippen. Ms. Koppier mailed a letter to Mack Crippen – attempts to reach him or his sister by email failed. <u>4/9/2024</u> : Ms. Koppier has not received any communications from Mr. Mack Crippen. |
| 2024-9 | 4/9/2024 Closed: 5/14/2024 | Provide map to share with the community showing where the bat houses and barred owl house are located. <u>Assigned</u> : Ms. Linda Koppier <u>5/14/2024</u> : A map was provided to the HOA Board members with the draft April 2024 meeting minutes. |
| 2024-10 | 4/9/2024 Closed: 9/10/2024 | Replace the dog waste signs. <u>Assigned</u> : Mr. Brian Kainec <u>5/14/2024</u> : Mr. Kainec ordered 3 signs and they will arrive next week. The posts also need to be refreshed (paint, trim). The signs are located on Wynkoop Dr., the corner of Wynkoop Dr. and McMillen Ct. and 2 signs on Riva Ridge Dr. near the bus stops. <u>9/10/2024</u> : Mr. Kainec replaced 4 dog waste signs, including post caps. |

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| 2024-11 | 4/9/2024 Closed: 5/14/2024 | Send out the communications for volunteers for the fence repair event on 27 April 2024. <u>Assigned:</u> Mr. Brian Kainec <u>5/14/2024:</u> Mr. Kainec is developing an instructional video to guide volunteers. There are 100 post caps out of ~ 600 post caps that need to be replaced. Closing this action item. Refer to 2024-1 for further action. |
| 2024-13 | 4/9/2024 Closed: 5/14/2024 | Update the HOA website for current information. <u>Assigned:</u> Mr. Jordan Sembower <u>5/14/2024:</u> The updates have been made. |
| 2024-14 | 4/9/2024 Closed: 7/17/2024 | Prepare for the 2024 Annual General Meeting (AGM). <u>Assigned:</u> Mr. Laszlo Zsidai <u>5/14/2024:</u> No status. <u>7/17/2024:</u> AGM held. |
| 2024-15 | 4/9/2024 Closed: 3/13/2025 | Update the HOA Reserve Funds analysis to include reserves for the Common Area Drainage Projects. <u>Assigned:</u> Mr. Laszlo Zsidai <u>5/14/2024:</u> No status. <u>11/14/2024:</u> Post meeting – Mr. Zsidai sent out a draft update for HOA Board Review on 11/17/2024. <u>3/13/2025:</u> The reserve has been built into the budget. |
| 2024-16 | 5/14/2024 Closed: 11/14/2024 | Prepare a first cut of a strategic plan for the neighborhood, “Foxvale 2030”. <u>Assigned:</u> Mr. Brian Kainec Superseded by action item 2024-20. |
| 2024-17 | 9/10/2024 Closed: 10/8/2024 | Contact a CPA to discuss what a contract to prepare the HOA’s annual and monthly treasurer reports would entail. <u>Assigned:</u> Mr. Larry Zmuda <u>10/8/2024:</u> Closed with no further action. |
| 2024-18 | 10/8/2024 Closed: 11/14/2024 | Contact neighbors in Foxvale Farm who speak Chinese, Mr. Ted Wu and Mr. and Mrs. Lee, to see if they will speak with the owners of 10716 Wynkoop Dr. in their native language. <u>Assigned:</u> Mr. Jordan Sembower <u>11/24/2024:</u> Neighbors have been identified who speak Mandarin and Cantonese and are willing to help. |
| 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 |
| 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. |
| 2025-03 | 1/9/2025 Closed: 3/13/2025 | 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. |

| # | Created / Closed | Action |
|---|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | <p><u>Assigned</u>: Ms. Linda Koppier</p> <p><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.</p> <p><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> |