

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

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

Agenda:

- Architectural Control Committee (ACC) Report
- Accept June 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 7:05 with a quorum present.
- The June 2025 HOA Board meeting minutes were approved by vote.
- Architectural Control Committee (ACC) Report – Mr. Clark sent the HOA Board the ACC status prior to the meeting.
 - The ACC has no pending actions.
 - Violations
 - 10716 Wynkoop Dr. Guideline Violation – No change in status. Mr. Kainec will contact the homeowner to discuss the situation. Mr. Kainec attempted 2 times to contact the homeowner. He will continue to reach out to them.
 - 891 Van Dusen Ct. Fence Violation – The homeowner has not responded to the HOA's request for additional information. Mr. Zsidai contacted the lawyer for guidance. The lawyer advised that there can be differences in how the fencing requirements are met to meet needs in very specific cases. The HOA Board is exploring options to discuss with the ACC.
 - Applications for Improvements
 - 1001 Riva Ridge Dr. – Replace rear window with new patio door. Approved and closed.
 - 1005 Riva Ridge Dr. – Replace patio door with new unit of different color. Approved and closed.
 - 10704 Wynkoop Dr. – Replace mail box. Approved and closed.
 - 1033 Riva Ridge Dr. – Painting of trim, gutters and siding with colors approved by ACC. Approved and closed.
 - On-site Inspections for Real Estate Disclosure Packets – No inspections were requested last month.

- Architectural Guidelines - approved updated guidelines are on the HOA website.
- Treasurer's Report
 - Prior to the meeting:
 - Mr. Zsidai informed the HOA Board members that our checking account at Truist had been hacked and all but \$298.62 stolen. Mr. Zsidai and Mr. Whelan met with the bank manager to report the theft and file a complaint with him. They also opened a new checking account and transferred the remaining funds to it.
 - Mr. Powers called the mowing contractor, CLS, to let them know about the checking account issue and CLS turned off their automated billing.
 - The savings account at Live Oak Savings was not affected.
 - The HOA Board discussed how best to communicate the theft to the community.
 - The HOA Board discussed additional measures to protect the checking account moving forward. Mr. Porzio volunteered to provide a list of recommended actions to take to protect the new checking account at Truist.
 - During the HOA Board meeting, Mr. Bowman reported the fraud to the FTC on-line.
 - Mr. Zsidai and Mr. Whelan plan to visit the bank again at the beginning of the week to get further information from the manager about the bank's investigation into the theft and the likelihood of receiving compensation for the stolen funds. (action item 2025-10)
 - Post meeting actions:
 - Mr. Porzio provided the list of recommended actions to the HOA Board members the next day and Mr. Whelan is implementing those recommendations.
 - Mr. Whelan filed a report with the Fairfax County Police (control #230709).
- Common Area Maintenance
 - Area 7 has several trees down due to the storms. Multiple neighbors sent pictures in. Area 2 also has a very large pine tree down that is visible from Springvale Rd.
 - Mr. Kainec set-up 3-4 working sessions to remove debris from several big trees in the common area along Riva Ridge Rd and Springvale Rd. We are expecting a bill for \$3,000-\$5,000 for removing what was cut-up.
 - Given the volume of work that is needed, we need to be more deliberate about what gets done and how much it will cost. Mr. Powers recommended 3 tiers for action:
 - 1. Visibility at entrances and within the HOA. Included would be Area 2 (a large tree), Area 7 (needs a lot of work – large limbs near entrance sign and the big tree behind it in this tier). Rough estimate: \$7,000.
 - 2. Areas less visible and handle dependent on availability of funds. Included would be Area 9 (big branch broken), Area 6 (tree that fell earlier and is partially in the RPA – leave the RPA area alone), Area 7 (big trees/limbs down further back from the road). Rough estimate: \$8,000.
 - 3. Areas that could be handled by HOA members: Area 6 (tree down by the pond).
 - Looking to professionals to handle the trees where safety is an issue to remove and then to haul away the debris.
 - Most of the trees involved that fell in recent storms are older white pines.
 - Mr. Powers plans to work with the tree removal firms to price out tiers 1 and 2.
 - Ms. McPhie reported there is a tree that was moved out of Riva Ridge Dr. near Schindel Ct. that is blocking visual access to Riva Ridge Dr.
- Common Area Improvements
 - Improvements will be put on hold as it is likely cleaning up the extensive damage of fallen trees will deplete this year's improvement budget.

- The Board members discussed the possibility of using fundraisers to fund improvements.
- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)
 - 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. There has still been no response.
 - Mr. Zsidai consulted with the lawyer about putting a lien on that property regarding removal of the fence. A lien is not a remedy in this situation.
 - A motion was made to authorize Mr. Zsidai up to \$1500 to 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. The motion was seconded and passed unanimously.
 - It was noted that if the homeowner does not comply, an easement will need to be filed to ensure that the homeowner is unable to sell their home without removing the fence.
- Landscape Lighting at South Entrance (action item 2024-12)
 - The utility company continues to be unresponsive. Mr. Zsidai will contact them again.
- The motion to adjourn was unanimously accepted and the meeting was adjourned at 9:10 PM. The next scheduled meeting of the HOA Board is Thursday, 18 September 2025 at the Great Falls library.

Open Action Items

#	Created / Closed	Action
2023-7	9/12/2023	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. <u>Assigned:</u> Mr. Brian Kainec <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. <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. <u>3/12/2024:</u> The weather is getting warm enough to paint the stop bar soon. <u>5/14/2024:</u> Picking out a good Saturday with dry and warm weather. <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. <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. <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.

#	Created / Closed	Action
2024-1	1/9/2024	Replace the fence post caps on the common area fence. <u>Assigned:</u> Mr. Brian Kainec <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. <u>3/12/2024:</u> The March edition of the Foxy Gazette announced the dates to replace the fence post caps. <u>4/9/2024:</u> The event is scheduled for 27 April 2024. Communication for the event will be sent out shortly. <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. <u>10/8/2024:</u> Post toppers for 110 posts have been purchased. <u>11/14/2024:</u> Discussed having Sullivan Landscaping do the installation during the off-season for mowing. <u>1/9/2025:</u> Mr. Kainec will contact Sullivan Landscaping about replacing the fence post caps. <u>5/8/2025:</u> Mr. Kainec and Mr. Zsidai will replace the fence caps after Memorial Day. Mr. Kainec will get an estimate for the fence caps and approval to buy the material will be circulated through email.

#	Created / Closed	Action
2024-2	1/9/2024	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. <u>Assigned:</u> Mr. Laszlo Zsidai <u>1/9/2024:</u> Mr. Zsidai will follow-up with the Fairfax County representative. <u>2/13/2024:</u> No change. <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. <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. <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. <u>10/8/2024:</u> Mr. Zsidai will check if the fence has been removed. <u>11/14/2024:</u> The fence has not been removed. <u>1/9/2025:</u> Mr. Zsidai will contact the owner about removing the fence. <u>3/13/2025:</u> Same action. <u>4/10/2025:</u> Post meeting note: the fence is still in place. <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. <u>6/18/2025:</u> Mr. Zsidai will ask the lawyer about putting a lien on that property regarding removal of the fence. <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.
2024-7	2/13/2024 (reinstated)	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.

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2024-12	4/9/2024	Update the landscape lighting at the south entrance on Riva Ridge Dr. <u>Assigned:</u> Mr. Brian Kainec <u>5/14/2024:</u> The lighting has been ordered, replacement downlight and a second light, both of which are “Dark-Skies” approved. <u>9/18/2024:</u> Ms. Stinson is working with Dominion Power to turn the new lights on. <u>10/8/2024:</u> Mr. Zsidai will make the request to Dominion Power to turn the power back on. <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. <u>5/8/2025:</u> Mr. Zsidai reached the utility company. They have created the ticket to authorize the work to turn the power on and install the meter. Mr. Kainec has installed the transformer box and wired the light with a temporary portable power source. <u>6/18/2025, 7/10/2025:</u> The utility company has not been responsive. Mr. Zsidai will contact them again.
2024-20	11/14/2024	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.
2025-02	1/9/2025	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. <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.

#	Created / Closed	Action
2025-05	4/10/2025	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. <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.
2025-06	5/8/2025	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. <u>Assigned:</u> Mr. Laszlo Zsidai
2025-07	5/8/2025	Install the NVBA Wildlife Sanctuary Certification signs. <u>Assigned:</u> Mr. Brian Kainec
2025-08	5/8/2025 Closed: 6/18/2025	Plant flowers in the south entrance monument area. <u>Assigned:</u> Ms. Linda Koppier <u>6/18/2025:</u> Ms. Koppier planted Purple Coneflowers and Black-eyed Susans.
2025-09	5/8/2025	Plan improvements in common areas 8 and 9. <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.
2025-10	7/10/2025	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

Closed Action Items

#	Created / Closed	Action
2023-1	6/13/2023 Closed: 5/14/2024	Determine the status of fences along the HOA's perimeter on Georgetown Pike and Springvale Rd. and report back to the ACC. <u>Assigned:</u> Mr. David Whelan <u>7/11/2023:</u> ACC has drafted a letter to be sent to the homeowners responsible for the needed maintenance for review/edit. <u>9/12/2023:</u> The ACC still has the letter for review. <u>10/10/2023:</u> Follow-up with ACC. <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. <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. <u>3/12/2024:</u> No change. <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. <u>5/14/2024:</u> Mr. Clark reported that the homeowner has fixed the fence.
2023-2	7/11/2023 Closed: 9/12/2023	Obtain key to the HOA's post office box from Mr. Tom Hixon. <u>Assigned:</u> Mr. Laszlo Zsidai <u>9/12/2023:</u> Ms. Megan Stinson has a spare key that she will hand over to Mr. Zsidai.
2023-3	7/11/2023 Closed: 9/12/2023	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. <u>Assigned:</u> Mr. Brian Kainec <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.
2023-4	7/11/2023 Closed: 9/12/2023	Look into options for short term CDs in which to invest cash not imminently needed. <u>Assigned:</u> Mr. Jordan Sembower <u>9/12/2023:</u> Mr. Sembower provided suggestions during the meeting.
2023-5	7/11/2023 Closed: 9/12/2023	Look into other banks for the HOA checking account. <u>Assigned:</u> Ms. Dolly Whelan, Mr. Brian Kainec <u>9/12/2023:</u> Dolly reported that Apple Federal Credit Union had unacceptable rates.
2023-6	9/12/2023 Closed: 10/10/2023	Contact three (3) banks for their rates for high yield savings accounts. <u>Assigned:</u> Ms. Megan Stinson <u>10/10/2023:</u> Completed.

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2023-8	9/12/2023 Closed: 9/10/2024	Look into what is involved in getting gas service from Washington Gas to more homes in the HOA. <u>Assigned:</u> Mr. Matt Westbrook <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. <u>11/14/2023:</u> Mr. Westbrook continues to try to find the right contact at Washington Gas. <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. <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. <u>3/12/2024:</u> No report this month. <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. <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. <u>9/10/2024:</u> Closed. The HOA Board decided to close this item.
2024-8	2/13/2024 Superseded: 11/14/2024	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. <u>Assigned:</u> HOA Board <u>3/12/2024:</u> Revisit in November 2024. <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.

#	Created / Closed	Action
2023-9	9/12/2023 Closed: 10/8/2024	Work with VDOT to get Wynkoop Dr., McMillen Ct., Schindel Ct. and Van Dusen Ct. repaved. <u>Assigned:</u> Mr. Laszlo Zsidai <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. <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. <u>1/9/2024:</u> Mr. Zsidai will follow-up with the project manager for the road maintenance project plan. <u>2/13/2024:</u> No new status. Status this item again in June 2024 after the county has developed its schedule. <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. <u>10/8/2024:</u> Members of the HOA met with Delegate Rip Sullivan. Foxvale Farm roads are on the 2025 repaving plan.
2023-10	9/12/2023 Closed: 2/13/2024	Ask Sullivan Landscaping for their opinion on how to address drainage issues in the common areas. <u>Assigned:</u> Mr. Randy Long <u>10/10/2023:</u> No update provided. <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. <u>2/13/2024:</u> Closed. Quotes received and phased implementation started.
2023-11	10/10/2023 Closed: 11/14/2023	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. <u>Assigned:</u> Mr. Laszlo Zsidai <u>11/14/2023:</u> Completed.
2023-12	10/10/2023 Closed: 11/14/2023	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. <u>Assigned:</u> Mr. Laszlo Zsidai and Ms. Megan Stinson <u>11/14/2023:</u> Completed.

#	Created / Closed	Action
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.
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.

#	Created / Closed	Action
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. <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.
2025-04	1/9/2025 Closed: 5/8/2025	Contact potential candidate to replace Mr. Jordan Sembower on the HOA Board. <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.

