

Minutes
9 January 2025
Foxvale Farm Homeowners' Association (FFHA)
HOA Board Meeting

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

Agenda:

- Accept November 2024 Minutes
- Architectural Control Committee (ACC) Report
- Treasurer's Report
- Common Area Maintenance
- Review Action Items
- Other Topics

Discussion:

- The meeting was called to order at 7:05 pm with a quorum present.
- The November 2024 HOA Board meeting minutes were approved by vote.
- Architectural Control Committee (ACC) Report
 - Violations
 - 10716 Wynkoop Dr. Guideline Violation – Mr. Zsidai needs to follow-up to speak with the family.
 - Applications for Improvements
 - 914 Riva Ridge Dr. New Fence – The homeowner filed an application to enclose the rear yard with a new fence. The application as submitted was acceptable but the homeowner needed to notify their neighbors at 912 and 918 Riva Ridge Dr. that an application had been filed before it could be approved. The ACC completed the review and approved the application on 12/2/2024 pending confirmation of neighbor notification. The ACC received confirmation on 1/2/2025 that the neighbor at 912 Riva Ridge Dr. had been notified. The ACC is still awaiting confirmation that the other neighbor has been notified before the it can close this application.
 - 10750 Wynkoop Dr. Front Entry Replacement and New Fence- The homeowner filed an application 12/2/2024 to replace the front entry door and sidelights and construct a new fence to enclose the side yard and most of the rear yard. The ACC completed its review/approval on 12/3/2024 pending confirmation of the color and neighbor notification. The homeowner confirmed an approved color selection on 12/13/2024 and added exterior light fixtures to the application. The ACC confirmed final agreement with the application and notified the Homeowner on 12/14/2024.
 - On-site Inspections for Real Estate Disclosure Packets – no new inspections

- Architectural Guidelines
 - Mr. David Clark sent an updated version of the draft guidelines to the HOA Board members 12/16/2024. The HOA Board will complete their review 1/27/2025 (action item 2025-01). The ACC plans to have the graphics ready for HOA Board sign-off at the February HOA Board meeting. Ms. Anne Kainec and Ms. Cristina Gussman are leading the graphics effort.
- Treasurer's Report
 - Mr. Zmuda volunteered to help Ms. Whelan with the Excel files to track HOA expenditures.
 - The real estate agent for the sale at 1033 Riva Ridge Dr. paid the fee for the real estate package and the 2024 amount for the HOA annual fee. Ms. Whelan will get in touch with the homeowner for the difference for the 2025 amount.
 - So far in the annual HOA dues collection, there have been 45 on-line payers and 12 who paid by check. It was noted that the on-line system provides a receipt to those payers as part of the on-line system.
 - Issues with ownership:
 - 923 Riva Ridge has not yet paid their 2025 HOA dues and it is not known who is responsible for payment. In a related action, Mr. Zsidai spoke with the realtor who said they will pay the outstanding HOA package fee.
 - The owner has not been identified for 10710 Wynkoop Dr. Mr. Zsidai will check his emails.
 - Ms. Whelan paid the bills from the tree removal contractor in full and from Sullivan Landscaping for the fall clean-up support.
 - Mr. David Whelan and Mr. Thomas Dee fixed 4 fence boards and have been reimbursed.
- Common Area
 - Mr. Powers discussed the delayed billings with Kelly Tree Services. The HOA has been happy with their services and the response to our requests. The HOA has also used Vic's Tree Service, which also provides good service for a comparable cost.
 - Sullivan Landscaping has cleared all of the refuse piles from the fall clean-up. Since then, another pile has been found and Mr. Powers will ask that it be removed as well.
 - Ms. Koppier asked if there is a digital copy of the neighborhood map with house numbers. Unfortunately, there is not.
 - Mr. Kainec discussed scanning archival documents. No action was assigned.
 - Ms. Koppier contacted a master gardener to get guidance to better manage the HOA's common areas to improve wildlife habitats, create wildflower areas and meadows, remove invasive species, replace dead trees with native trees, extend/create more wooded areas, and resolve drainage issues. The master gardener recommended that the HOA apply for the Wildlife Sanctuary Certification from the Northern Virginia Bird Alliance. In addition, she recommended that we contact Plant NOVA Natives/Plant NOVA Trees for more information and they also provide grants. Ms. Koppier took the action to apply for the certification providing there is no binding legal requirement the HOA cannot meet with the certification (action item 2025-03). She will also investigate applicable grants.
 - For a home's own landscaping, the site wildones.org (local chapters available) helps homeowners add more natural landscaping, including layouts for landscaping. It was also recommended that any other useful links for natural landscaping be posted on the HOA website. [Post meeting note: there is Northern Virginia chapter (<https://nova.wildones.org/>) with local events.]

- Encroachment of 1008 Springvale Rd. property onto Foxvale HOA common area (action item 2024-2)
 - The basketball court had been removed but the fence had not when last checked.
 - Mr. Zsidai verified the fence has not been removed and he will contact them.
- Landscape Lighting at South Entrance (action item 2024-12)
 - Dominion Power turned the outlet off as previously requested. The work on the monument has been completed and the power needs to be turned back on.
 - Mr. Zsidai took the action to get the power turned on.
- Common Area Fence (action item 2024-01, new action item 2025-02)
 - We need to start planning for a full fence replacement in the next 2-3 years. We can repair the current fence to last a couple more years. The fence has been repainted several times and it is starting to show its age. For now, Sullivan Landscaping is available to do the replacement of the toppers. Mr. Kainec will provide Mr. Powers the status of materials for the fence post caps and Mr. Powers will contact Sullivan Landscaping for a quote to install the fence caps (action item 2024-01). Mr. Kainec will contact contractors for an assessment of the fence and options for maintenance versus replacement and report his findings in the March HOA Board meeting (action item 2025-02).
 - We may need to revisit the HOA Reserve Fund Analysis based on the results of analysis for maintenance of the fence.
- Mr. Sembower is moving and therefore resigned from the HOA Board. He is transitioning the website to Mr. Bowman. Mr. Kainec will contact a potential candidate to replace Mr. Sembower on the HOA Board (action item 2025-04). The members of the Board thanked Mr. Sembower for his service.
- The motion to adjourn was unanimously accepted and the meeting was adjourned at 8:05 PM. The next scheduled meeting of the HOA Board is Thursday, 20 February 2025.

Open 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 > 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>

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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>

#	Created / Closed	Action
2024-7	2/13/2024 Superseded: 11/14/2024	Revisit whether gravel should be laid in the Drainage Project Phase 2 area (“Phase 2B”). <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.
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.
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.
2024-15	4/9/2024	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.
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	Develop a Common Area Strategy Plan <u>Assigned:</u> Mr. Josh Powers
2025-01	1/9/2025 Due: 1/27/2025	Review Revised Architectural Guidelines <u>Assigned:</u> All HOA Board Members

#	Created / Closed	Action
2025-02	1/9/2025 Discuss in March 2025	Contact contractors for an assessment of the HOA fence and options for maintenance versus replacement report findings in the March HOA Board meeting. <u>Assigned:</u> Mr. Brian Kainec
2025-03	1/9/2025	Determine if there are any restrictions with the Wildlife Sanctuary Certification that the HOA cannot meet and contact Plant NOVA Natives/Plant NOVA Trees. <u>Assigned:</u> Ms. Linda Koppier
2025-04	1/9/2025	Contact potential candidate to replace Mr. Jordan Sembower on the HOA Board. <u>Assigned:</u> Mr. Brian Kainec

Closed Action Items

#	Created / Closed	Action
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>

#	Created / Closed	Action
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> <p><u>11/14/2023:</u> Completed.</p>

#	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.

#	Created / Closed	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.
2024-16	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.