

Meeting Minutes

GREENSPRINGS WEST OWNERS' ASSOCIATION, INC.

Advisory Committee Meeting

Monday August 13, 2007

I. CALL TO ORDER

The meeting was called to order at 6:45 PM. Present were Forrest Bassett, Tim Crowder, Jim Kalemba, Tony Licata, Carl Pautlitz, Fran Dragone, Tom Gainey and Cindy Renault.

II. HOMEOWNER FORUM

The following homeowners were present: Kathy Jakobs and Patrick Page. The following items were discussed:

1. Kathy Jakobs discussed the issue that nothing is being done to clean up the dumping area at the corner of Longview Landing and Thorngate Dr. Kathy also indicated more construction trash is being dumped at the site. Cindy responded that the area continues to be used as a staging area for the VDOT required storm drain work being done in the neighborhood. She will talk with developer about installing the chain and lock sooner than planned.

III. REVIEW & APPROVE MINUTES

The June 11, 2007 minutes were approved as submitted. There were no July minutes since the July meeting was cancelled due to insufficient members present.

IV. COMMITTEE REPORTS

Architectural Review Committee (Forrest Bassett)

1. A draft of the Pool Policy was provided to Committee members to review. Comments to be provided to Forrest.
2. Received application for enclosing a deck to make a sun room.
3. Committee voted 4 to 3 (with 1 abstention) in favor of not instituting a required feedback when ARC applications are received.

Social Committee

1. The Social Committee requested a \$600 advance for the upcoming Friday Fest scheduled for Friday, 09/14. Cindy to issue check.

Website

1. The committee decided to decline the request from Avalon to post their advertisement to the community web site.

Swim Team (Patrick Page)

1. Detailed report to be posted to web site and included in next newsletter.
2. Overall, this was a winning season; 3 and 2 in division.
3. 72 swimmers participated this season.
4. 25 qualified for championship meet.
5. Requested an area in the clubhouse for displaying plaques and pictures.
6. Committee requested that Patrick provide list of improvements that the swim team would like to see for 2008. **(ACTION: PATRICK PAGE)**

Neighborhood Watch

1. The recent announcement about an incident in the neighborhood did not actually happen in this neighborhood. The Neighborhood Watch Committee decided on their own that the incident was important enough that the neighborhood should be notified.

V. UNFINISHED BUSINESS & REVIEW OF ACTION ITEMS

1. Doggie Station

Jon Jaruseski and Carl Pautlitz have not yet installed the doggie station.

2. Umbrella Stands

The umbrella stands have been purchased and installed at the pool.

3. Clubhouse & Fountain

- a. Jim informed the committee that the fountain can be configured to pull water from the pond.
- b. The manufacturer does not have any taller bases.
- c. An appropriate filter can be selected at the time of pick up.
- d. Need to request a quote for the purchase so Cindy can get approval from developer. Also need to get base diameter and bottom bowl diameter. Inquire about possible tie downs. **(ACTION: JIM KALEMBA)**

4. Common Trash Collection

- a. Cindy has provided information to the Committee attorney to review.
- b. Cindy to include a non-binding question in the upcoming newsletter to get feedback from property owners.

5. Amendment for Capital Contributions on Resales

Cindy is working with the developer's attorney to finalize the change.

6. Pool Outlets

Hathaway Electric doe not recommend that we install outlets in the identified areas due to liability issues. Committee has decided to defer any action until the expansion project sometime in the future.

7. Newsletter

Annette Thomas will handle layout but not editing. So, an editor still needs to be identified. In the interim, Cindy will continue to handle this task. A solicitation for an editor will be included in the upcoming newsletter.

8. Community Wide Email List

An article will be in the upcoming newsletter asking that all property owners provide their email address to the Advisory Committee. The list will be kept confidential and only used for items of community interest.

9. Cable at Clubhouse

The cable service at the clubhouse with COX has been terminated.

10. Clogged Pool Deck Drain

The pool deck drain, which is a French drain type system, has become clogged. Several attempts to clear it have been unsuccessful. Cindy has requested that the developer provide as-built drawings. Cindy is also recommending that the developer be responsible for fixing this issue.

VI. NEW BUSINESS

1. Forrest Bassett Resigning

Forrest Bassett announced that he will be resigning from the Advisory Committee effective immediately. The Committee thanked him for all the hard work he has done for GSW. Forrest will continue to be the Neighborhood Watch coordinator until a replacement can be identified.

2. Garden Club Award

The Committee acknowledged the recent award received by the GSW Garden Club for the flower bed at GSW entrance.

3. Winter Pool Contract

Cindy provided the Committee with the winter pool contract from Douglas Aquatics. Committee agreed to let Cindy move forward with the contract. **(ACTION: CINDY RENAULT)**

4. County Board of Supervisors Request

Tim contacted the supervisor who requested to speak at a future committee meeting and told him we were not interested in having him speak to the committee.

5. 2008 Budget Process

The 2008 budget process will be starting soon. Cindy requested ideas from the Committee for improvements for next year along with a long range project list. A few items were briefly discussed. The secretary will maintain the list of projects for the coming years.

6. Lifeguard Chair

The Committee made the decision to retrofit the existing lifeguard chair instead of purchasing a new one. Provisions will also be made for an umbrella. Hampton Sheet Metal to do the work over the winter. Committee contact with Hampton Sheet Metal is ????. Cindy to contact Red Cross for correct chair height. **(ACTION: CINDY RENAULT)**

7. Reserve Study

Cindy will contract with DMA to perform a reserve study. The cost will be \$3,500.

8. Homeowners List

The Committee decided that Cindy only needs to supply an updated version of the homeowners list once a quarter to the Advisory Committee.

9. Turnover of Common Area at New Entrance (Phase 4)

The turnover of the common area at the new entrance has been turned over to the Advisory Committee as of 7/01/07. The area is not yet deeded to the HOA.

VII. COMMITTEE CONCERNS

1. Cut Through to Brick Bat Road

The Committee discussed how the county needs to be responsible for restoring the area back to its natural state. No one assigned to follow-up on this action.

VIII. ADJOURN

The meeting was adjourned at 9:30 PM.

ACTION ITEM SUMMARY

Revision: 09/09/2007

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
005	03/12/07	Carl Pautlitz & Jon Jaruseski	Install new doggie station along the new sidewalk in the vicinity of the playground.		OPEN
009	04/09/07	Forrest Bassett	Develop an ARC policy to address pools (above ground and in ground), hot tubs, and whirlpools.	08/13 – Draft version of policy provided to Committee to review.	OPEN
011	04/09/07	TBD	Develop a GOA web site policy.		On Hold
013	04/09/07	Jon Jaruseski	Place an ad on the web site that a Neighborhood Watch coordinator is needed.	08/13 – Posting has been completed.	CLOSED
016	04/09/07	Cindy Renault	Purchase and/or place order for 2 umbrella stands, 5 umbrellas and 1 small table.	08/13 – Umbrella stands have been purchased.	CLOSED
017	04/09/07	All Committee Members	Look for fountain options.	08/13 – Company has been identified and committee moving forward with purchase.	CLOSED
025	05/15/07	Cindy Renault	Contact developer about standing water at the intersection of Colonial Crescent and Longview Landing, near the end of the median, after rain storms.	08/13 – Developer is aware of the situation and will fix the problem.	OPEN
026	05/15/07	Cindy Renault	Obtain a quote for installing outlets in the 4 junction boxes around the pool perimeter.	08/13 – Hathaway Electric does not recommend installing outlets in these boxes.	CLOSED
031	06/11/07	Cindy Renault	Topic of posting non GSW information on the web site to be added to the July agenda.	08/13 – Committee has decided not to post commercial ads on the web site.	CLOSED
032	06/11/07	Jon Jaruseski	Post the lake draw down policy to web site.	08/13 – Posting has been completed.	CLOSED
033	06/11/07	Forrest Bassett	Send email to Neighborhood Watch team providing status for past month.		OPEN

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
034	06/11/07	Cindy Renault	Investigate a possible swap of our life guard chair with another neighborhood.	08/13 – The committee has decided to retrofit the existing chair.	CLOSED
035	06/11/07	Jim Kalembe	Determine if fountain can be modified to draw water from pond instead of fountain base, if there is a higher base available, and if there is a water filter	08/13 – Water can be drawn from pond; there are no higher bases available; there are several options for water filters.	CLOSED
036	06/11/07	Cindy Renault	Request HOA attorney to review governing documents to determine if neighborhood wide trash collection can be implemented without changes to governing documents.	08/13 – Attorney has been engaged and is reviewing documents.	OPEN
037	06/11/07	Annette Thomas	Provide Committee with publication schedule for the balance of 2007.	8/13 – Annette has declined taking over full responsibility for newsletter. An editor is still needed.	CLOSED
038	06/11/07	Cindy Renault	Send letter to Sarah Palamara attorney requesting her services on an as needed basis.	08/13 – Attorney has been engaged. Verbal agreement in place.	CLOSED
039	06/11/07	Cindy Renault	Recommend how to handle Cox Cable service at clubhouse.	08/13 – Cable service has been disconnected.	CLOSED
040	06/11/07	Cindy Renault	Request association attorney to recommend method for the declarant to turn over bylaw enforcement capability to the Advisory Committee.	8/13 – Cindy to provide documents to Sarah Palamara.	OPEN
041	06/11/07	Cindy Renault	Follow-up with developer regarding his plans for landscaping and security for the new golf course restroom.	08/13 – Waiting for hearing to be scheduled.	OPEN
042	06/11/07	Forrest Bassett	Provide recommendation on notifying homeowner when an ARC application is received.	8/13 – Committee has decided not to provide notification to homeowner when application is received.	CLOSED
043	06/11/07	Cindy Renault	Follow-up with the Golf Course management on their schedule for maintaining their property near the entrance.	08/13 – Now that the season is in full operation, the property is being maintained on a more regular interval	CLOSED

#	Date Opened	Assignee	Action/Issue	Resolution/Notes	Status
44	08/13/07	Patrick Page	Provide list of improvements that the swim team would like to see for 2008.		NEW
45	08/13/07	Jim Kalemba	Request a quote from fountain company for estimated cost.		NEW
46	08/13/07	Cindy Renault	Authorize winter pool contract with Douglas Aquatics.		NEW
47	08/13/07	Cindy Renault	Contact Red Cross for official height of lifeguard chair for GSW pool.		NEW