

Windsor Mews HOA Board Meeting Minutes

Wednesday, May 15, 7:00 pm

Present: Joe Trefilek, Jacinta Mascarenhas, Shahin Bahadori, Kamran Zendehtdel, Jennifer Anderson

Absent: None

Agenda

1. Review & approve minutes of March 25, 2019 meeting

The minutes were approved and will be made available on the website and to the management company.

2. Resale inspections & arch mods

There were 2 resale inspections and 1 architectural modification request since the last meeting.

3. Roadway project preparations and bids

A summary of bids from the roadways contractors were reviewed and discussed. The Board decided to proceed with the option that includes the apron between the community streets and Piney Branch. Among other topics discussed include each bidder's warranty and past experience. Next, the board discussed follow-on comments for the paving companies and engineering firm, the high-level execution plan, and communications to the neighborhood. Also reported was Home Depot and Costco management's agreement to assist with overnight parking provided it does not interfere with their operations.

4. Tennis court cleaning update

The tennis court cleaning project is nearly complete and the contractor will be back to close out the work.

5. Landscaping update

The new landscaping contract was complete and the Board will perform a walkthrough with the landscaping company to discuss plant selection and other major projects. The drainage issue in the common area north of Tenbury was discussed. The Board will be discussing with the Fairfax Soil and Water Conservation District, which issues grants to resolve similar problems. The board confirmed that tree roots that have caused damage to the sidewalks will be removed as part of the repair process. A complaint regarding a dead tree was discussed, but the tree was found to be healthy and will not be removed.

6. Covenants committee update

A new round of inspections will be done in the next 1-2 weeks, weather permitting. The Committee will continue to standardize messaging when notices are posted.

7. Social Committee Update

15 community members joined the Earth Day community cleanup event and helped pick up trash around the community. Both Costco and Home Depot helped the event with donated food and equipment. The participants were very happy with the event and asked similar events more often. The Board agreed to work on a Newsletter to share the past and future projects and events with the community.

8. Entrance light fixtures

It was determined that the existing fixtures are working and do not need to be replaced, though the lamps (bulbs) will be replaced with an LED option more suitable for the fixtures.

9. Next Meeting

The next meeting will be scheduled shortly after the asphalt companies reply to the follow up questions.