

Windsor Mews HOA Board Meeting

Thursday, September 12, 7:00 pm

City of Fairfax Regional Library, Room 117

Agenda

1. Opening

- a. Review & approve minutes of the May 15, 2019 meeting and June 10, 2019 special session.

The minutes were reviewed and approved without modification.

- b. Resale inspections & arch mods

There were 1 resale inspection and 4 architecture modification requests since the last meeting.

2. Roadway Project Updates

The Board is working with the contractor to begin the asphalt phase of the project on the 3rd week of September. Signs will be posted near the street parking to inform the community of parking restrictions. An update was provided on how trash pickup will be scheduled during the work.

3. Covenants committee updates.

The latest round of inspections were completed and notices will be posted shortly. Second violations will receive the formal letter from the management company, beginning the resolution process. The Board discussed standardization of wording for the covenants violations to prevent confusion. Additional concerns regarding the standards were discussed, including color of the house numbers and non-approved shutter colors that maintain the appearance of the neighborhood.

4. Review of Q2 financial documents

The 2019 Q2 financial documents were reviewed and no concerns were raised.

5. Contractor Discussion

- a. Landscaping

The Board reviewed and decided to distribute an RFP to evaluate landscaping contractors for 2020. The Board will conduct a walkthrough with the current contractor to identify trees needing maintenance this fall.

- b. Snow Removal

The Board will send an RFP to select a snow removal contractor for winter 2019-2020.

- c. Trash and Recycling

The board decided to renew the trash and recycling contract with American Disposal Services.

6. Open community inquiries

- a. Tree next to 4745 Thornbury

The Board will examine the tree and what, if any, action is needed.

- b. Trail maintenance

Concerns have been communicated to the landscaping company.

7. County updates

The Board followed up with the county on proceeding with the program to remove trash from the roadways and common areas.

8. Decision on choice of LED bulbs for outdoor fixtures at front entrance

Two options were evaluated and the Board selected an option that should provide a longer life than the previous solution.

9. Social Committee Update

A new event is being planned in collaboration with the Fairfax County Fire and Police departments, similar to that done in past years.

10. Newsletter and communications

The Board discussed communications for the roadway project.

11. Next Meeting

The next meeting will be held on October 15, 2019.