

Leewood Homeowners Association

General Board Meeting

June 9th 2020

Phillips School Library, 7010 Braddock Road, Annadale, VA

(Meeting held on “Go To Meeting” platform due to the COVID-19 pandemic)

Board: Khaleaph Luis, Patricia Willingham, King Chu, Noble William Rubenstein, Gideon Abebe

ARC/Consultant: Leona Taylor

Sentry/Community Manager: Angela Weed

The meeting convened with a full quorum at 7:30 PM.

I: Call to order - Khaleaph called the meeting to order. Roll call for participants. PW was having intermittent connection issues.

- The Meeting Agenda is approved.

II: Homeowners concerns:

- **Homeowner 1:** Request for any follow up/updates for water management/flooding requesting establishment of a playground or a tot lot in the future. Homeowner had a second concern: a tree that grew on common ground and claimed to damage his/her fence (is there anything for fence repair or stump removal). Homeowner had a third concern requesting update on pest control and the continual remediation for pests?
- Response to Homeowner 1, CM: CM is working with Greg (our engineer) on the water management issue and to make suggestions to the guideline and be viable and affordable for homeowners. Trees/stump removal is currently being worked on, actionable items, will be discussed further. Regarding pest control, Metcalf put out 8 bait boxes and put them in the right streets. Three vendors that we had reached out suggested the solution in the same manner and we took the more extreme of the suggestions and installed the 8 bait boxes. These boxes were not expected to have an immediate impact since they were just put out and results may vary.
- Response to Homeowner 1, KL: The board has historically declined establishment of a playground due to liability, sanitary, monetary issues etc...
- Response to Homeowner 1, GA: We did a survey in the past for any families interested and we've received no positive response (10 out of 195 homes responded).
- **Homeowner 2:** Homeowner wanted to follow up on Homeowner's 1's playground issue and asked the board how much interest is a good enough interest (percentage)?
- Response to Homeowner 2, KL: suggested to advocate and restart the process and the board can revisit the issue again in the future.

Homeowner 1 and 2 remained on the call for the duration of the meeting, until the Executive Session.

III: Confirmation of notice of meeting and method

- President stated: “For the record: notification of this meeting held June 9, 2020 was provided contemporaneously to the members with the notice provided to the board and using the best available method given the nature of the emergency, that being email.”

IV: Approval of Minutes:

- NR motioned. KC seconded. Minutes were approved 5-0, none opposed.

V: Financial report/summary:

- NR gave the financial report.

VI: Community Report ARC:

- LT: LT had a meeting with the engineer and Tibbs did want to correct their deficiencies. They would be happy to come out and fix a few issues in the community around \$4-5k, for the gutter, curbs, sidewalk, speedbump, inlet at leestone st and leestone ct. Our approval today would be to spend an additional \$5000 or sidewalk issues that can be identified to have the contractor come out.
- KL motioned to extend \$5000 for additional sidewalk replaced and pooling issue at bradgen ct which includes gutters. Favor: 4-0 motion passes (PW was having connection issues).

Landscaping/mailboxes:

- LT: Trees and flowers did not survive, which are under warranty and we will need to contact Progrounds to correct the issues. KL previously directed CM to contact John. CM contacted John twice and John said he was replacing them.
- Various issues regarding the responsibilities of trimming trees in the common areas and homeowners' lots.

VII: Manager report:

1. CM provided a worse case scenario with budgets for the board.
2. CM provided the manager's report to the board.
3. CM requested to put a call out for candidacy requests (possibly in the next newsletter).
4. CM was directed to get three quotes for power washing.
5. President stated: “The President motions to ratify the following email approvals made since last meeting held February 11, 2020:
 - The Board unanimously voted to engage Professional Grounds for tree removal at 7018 Larrlyn Dr to the value of \$750.
 - The Board unanimously voted to engage Professional Grounds for tree removal at Braddock Rd/retention pond/7105 Braddock Rd to the value of \$1500
 - The Board unanimously voted to send ‘Spring Clean’ postcards to the Community. Great response from the community 15-20 people contact her for guidelines.
 - The Board unanimously voted to engage USA Contractors to complete the rebuild of the entrance sign at Leestone St to the value of \$2930.

- The Board unanimously voted (5-0, via Email) to send “Homeowners Email Request” postcards to the Community. CM stated that homeowners responded positively. Next campaign is to get homeowners to provide tenants details so that tenants are informed of the guidelines.
6. Regarding ARC violations, CM wanted clarification on how the walkthroughs will be most effective. The issue was discussed extensively. CM will issue violations as they are assessed.

VIII: Old Business:

- LT went over the reserve study. The study is assuming that the HOA’s funds are on par with inflation. There is no motion to approve the reserve study at this time. There is one item for new and existing for drainage. The board requested that the study include an adjustment with an inflation rate of 1.5% in order to give our funds a cushion.

IX: Executive Session

- KL motioned to move to executive session. PW motioned, BR seconded.
- CM was directed to price out the trash reminder magnets. NR motioned to price out trash reminder magnets, KC seconded (5-0).
- KL motioned to approve actions and two homeowners referred to an attorney, NR motion, KC seconded (5-0).

The meeting adjourned at 10:14 PM

Signature

Date