

**WESTERLIES COUNCIL OF CO-OWNERS**  
**Minutes of Board Meeting**

**October 16, 2012**

**Call to Order**

President Charles Walley called the regular meeting of the Board of Governors to order in the Safeway grocery store at 7:07 PM.

Board members present:

Chuck Walley, President  
Chris Rossillo, Vice-President  
John Sterling, Treasurer  
Nancy Ploss, Member at Large

Service providers present:

Camellia Fries, Portfolio Manager from GHA Community Management

**Approval of Agenda**

A motion was made by to approve the meeting agenda as presented. The motion was seconded and passed unanimously by the Board.

**Owners and Residents Forum:**

Jan Abarnathe, 1694: In Courtyard 5, on the upper adjacent to the tot lot and swing set, the downspout is loose. In further discussion, in Courtyard 6, off the tot lot entry the courtyard, the downspout is not properly draining. *Camellia will follow-up with GHA services to ensure the downspout is corrected.*

Bill Christen, 724: Light out: C0720-fe94. *Camellia will follow-up with Dominion power.*

Courtyard 6 is experiencing a good amount of erosion near the center of the courtyard. There are three places on the south side of the court yard which are very bad. Additionally, a four-foot piece of concrete is loose and moves when stepped-on. In 1716, there is a two-inch crack, where the pieces of concrete have shifted and moved up.

Also, please place meet minutes on the web site.

Parking policy – some owners paid \$50 for a third car. They had the option to purchase a third parking pass. Do these people get reimbursed?

There is a tree which was damaged a few months ago and is leaning on the unit. The branch is leaning directly onto the unit. (Todd removed a broken one. This will be addressed by Nancy and Bartlett)

1805: Owner reports loitering and drinking on the steps and cement path between her unit and fence at the swimming pool. What can be done? Discussion: people should call the police. It has been reported that at one point in time, Fairfax County Police had permission to cruise the grounds.

Cecilia Castro – 1714: Bricks are missing in the attic. *Camellia will follow-up with GHA service.*

## **Review/Approval of Previous Meeting Minutes:**

After a motion and seconded, the minutes from the August 21, 2012 Board of Governors meeting were approved without amendment.

## **Reports**

### **Management Report by Camellia Fries:**

We had a water main break in Courtyard 3 on Monday. Clover was dispatched last night and the water will be back on within the hour.

During last week's walkthrough, three violation citations were issued. In the walkthrough, we identified the downspout issues addressed in the Residents' Forum. Todd Darling identified trees that should be taken down and he is going to send a proposal for their removal.

There are no outstanding water infiltration issues. American Restoration did their work.

The budget was sent and GHA is waiting for suggestions and comments.

Request from Board members: Please drop the completed items from the management report and focus on the recent items.

### **Treasurer report by John Sterling:**

Next month, we get the quarterly water bill. In regard to investigating the high water bills, we have done our due diligence, but we are having difficulty getting the Falls Church Water Utility to respond. The next step is to have a meeting with the utility.

## **Committee Reports**

Nancy Ploss – last month, John Sterling looked through our bylaws and noted the yearly meeting is supposed to occur in January. After researching with residents who lived in the community, the meeting was moved, albeit without changing the bylaws, to November because of inclement weather.

Our 2013 Annual Meeting will occur at Westgate Elementary School, in the cafeteria on January 8.

## **Officer reports**

Chris Rossillo: During the walkthrough, we followed-up on all work that was completed. We checked three of the previously poorly installed downspouts and they looked good. Camellia will get back with GHA regarding the downspouts on the sides of buildings. (Those downspouts were never mentioned by GHA Services, but were also installed incorrectly.)

We inspected caulking work by American Restoration; they did 16 units and have been done very well. We should look at one or two courtyards which would make a good test case for a prototype. (The prototype involves performing all concrete repairs, re-caulking between the sidewalk and foundation and re-pointing the wings of the lower units. The idea is to revitalize one each year, ad infinitum, to keep the water infiltration problems at bay.)

We did identify a couple asphalt problems that should get addressed. Perhaps we can get some of this work completed soon. In our next walkthrough, we should check with a critical eye to see if we have other such problems.

## **Old Business**

### **2013 Budget Preparation**

GHA provided the initial draft with three options. John and Chris have reviewed the proposal. Chris has been working on his draft and will review with John.

Some items:

- We have improvement in collecting late fees.
- Dryer vent cleaning will be an assessment (condo fee + dryer fee)
- After reviewing the expenses, nothing out of the norm has been found.
- The big item is the water bill. It has increased, 55K to 94K. This problem started with the last quarterly bill of 2010. The usage has tripled and stayed there, eliminating the cause of water main break. This presents a budget problem for next year, which means we'll have to budget for the extra expense.
- We had savings in other areas and should have enough of an offset to cover the water and can meet our reserve commitment.

### **Landscaping near 1806**

During the last walkthrough, the head of GHA services was on site and he has a landscaping background. He and Todd Darling discussed the problem and they decided the stump in the middle of this area had to be removed in order for anything to grow. He (GHA Services) knows a company who will remove two stumps for \$350 and Todd will provide an estimate to put in sod.

### **Snow Removal Contract**

John Sterling has bids from Racevic. It includes a base contract and up to 20 inches for \$34K. This is a fixed cost and any snowfall over 20 inches gets very expensive.

The other, Premiere, is based in Sterling. All customers are on the Dulles Corridor. They charge by the event. They will clear the main roadway, the sidewalks around Maggarity and Anderson, and access into the courtyards. They will not do decks and stairs leading to units. A six-inch snowfall will cost from \$5K to \$8K.

A vote was cast by the Board and Premiere was awarded the contract by a three to one count.

## **New Business**

### **Lighting in dark areas**

We discussed this issue earlier. There is no place for electricians to find juice. Solar?

### **Insurance Proposal:**

Our insurance policy is up on October 30. The premium for the new year increased \$700. (Provided by HMS.) Camellia reports we do have the option to get month to month coverage. Camellia will get other bids in place.

**Adjournment** The meeting was adjourned at 8:55 PM.