

**DRAFT MINUTES  
GOVERNOR'S GROVE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Jun 21, 2016**

**FIRSTSERVICE RESIDENTIAL  
6074 FRANCONIA RD  
ALEXANDRIA, VA**

**ATTENDEES** Mr. Harvey Johnson, President; Mr. William Powell, Vice President; Mr. Barry Neulen, Director; Ms. Carrie Tilley, Treasurer; Ms. Lisa Rohn, Member and Mr. Christopher Engleright, CMCA, FirstService Residential.

Absent: None

**CALL TO ORDER** Harvey Johnson called the June 21, 2016 Board of Directors Meeting to Order at 7:04pm.

**QUORUM** There was a quorum present.

**ADOPT AGENDA** (A) Ms. Rohn moved, Mr. Neulen seconded, to adopt the draft agenda. This motion passed unanimously.

**APPROVAL OF MINUTES** (A) Mr. Neulen Powell moved and Mr. Powell seconded approval of the minutes for the April 11, 2016 Board Meeting.

**OPEN FORUM** No homeowners or other guests attended.

**OFFICER AND COMMITTEE REPORTS**

***President's Report*** Mr. Johnson deferred comment pending agenda items.

***Vice President's Report*** Mr. Powell deferred comments to the list of agenda items. .

***Treasurer's Report*** Ms. Tilley deferred comments to the list of agenda items

***Grounds Report*** Mr. Powell deferred comments to the list of agenda items.

**OLD BUSINESS** (A) Update on Directory Mailing: Mr. Engleright will explore whether Firsts Service can send a check to the first 50 homeowners as that appears

to be the low cost method. Mr. Engleright will also send a second e-mail as the total returned (e.g., 64 of 157) remains less than anticipated. He will also validate the total submitted and the process for updating the homeowner information.

(A) Tennis Court Update: The color preferences and scope of work has been finalized and accepted by Bishop. The contract will be signed and the work scheduled. The Board's desire was that the work be accomplished prior to July 4th.

(A) Various Landscaping Proposals: The Board reflected on a number of comments from homeowners regarding the proliferation of weeds throughout the common areas. After extensive discussion, the Board voted to approve the application of herbicides in several specific areas: the common area between the tennis court and sidewalk; the area south of the gazebo between the asphalt path and sidewalk and the area at the east end of Grovehurst. These areas would allow a comparison of the effectiveness of the treatment between irrigated and non-irrigated turf. The contractor will be required to place signs in each area no less than 48 hours prior to application, and with sufficient hazard information to inform homeowners and dog walkers to take needed precautions. The program will include the application of compro soil and seed in the fall (approximately 42,000 sq ft). Mr. Engleright is also to send an e-mail blast prior to the application as an additional warning to homeowners. The work will begin before July 11<sup>th</sup>.

- The Board approved a project to place rip rap swale along the culvert leading to the pond. And, to also provide similar rip rap along the southern edge of the tennis court to prevent rain runoff from eroding the flower beds.
- The Board approved a project to add ornamental plants at the end cap of the east entrance to improve the appearance. The project will be completed in the fall.

(A) Asphalt Repairs and Sealing Update: Mr. Engleright continues to coordinate on the bid from Tibbs. There is a need to verify the locations that will need mill work. He was also asked to obtain a second estimate.

(A) LARC Inspection Update, Spring 2016: Mr. Neulen reviewed the number and type of violations noted in the Spring review. The discussion led to a decision by the Board to remove all violations that would have required painting of gutters. He noted that additional work was needed to align photos with the description of the violations. The LARC would review and proof the violations prior to sending the notices. The notice would

provide homeowners a period of one month to accomplish the work needed to come into compliance.

Speed Hump Petition Update: Mr. Johnson reported that he had visited every home in the community with a petition that would allow homeowners to indicate whether or not they would support the installation of two speed humps: one at each entrance. The results were that of 72 that were available, 57 were homeowners and 15 renters. Of the 57 homeowners, 48 were in favor and 9 not in favor. In view of the overwhelming support, the Board decided to add the speed hump installation to the asphalt repair list of requirements.

## **NEW BUSINESS**

(A) Performance of Landscaping Contractor: The Board discussed the performance of Premium Landscaping. It was noted that a number of homeowners were not satisfied with the quality of the service. It was observed that the interval between cuttings seemed longer than required by the contract. In addition, the Board was not satisfied by the poor level of responsiveness to requests for improvements in service. The Board determined that it would be in the best interest of the community to rebid the landscaping contract at the end of the 2016 season.

Parking in Common Lots: The Board discussed the parking policy in context of the number of cars a single homeowner could park in the overflow lot near the tennis court. The number is two. The Board will monitor over the coming months and issue violations when needed.

## **MANAGEMENT REPORT.**

Mr. Engleright reviewed the Financial Statement Analysis with no issues identified. GGHOA remains in a strong financial position. Mr. Engleright alerted the Board that a CD would reach maturity in August.

## **EXECUTIVE SESSION**

Mr. Powell moved to close the open meeting and move forward to executive session to discuss a legal matter and delinquencies at 9:26 pm. Ms. Rohn seconded and the motion passed unanimously.

## **ADJOURNMENT**

There being no further business before the Board of Directors, the meeting was adjourned at 9:31 PM.

(A) Action