

**Englewood Mews
Board of Directors Meeting
September 15, 2014**

Attendance:

Eric Freitag
Noreen Rich
Hla Wai

Genel Clark, Sequoia Management Company
Becky York, Sequoia Management Company

Call To Order:

Eric Freitag called the meeting to order at 6:15PM.

Resident Forum:

The Board reviewed an email from a homeowner regarding unsupervised children littering at the tot lot and a homeowner not picking up after their dog.

(M) Management to include a reminder in the next newsletter and send a notice to the homeowner regarding picking up after their dog.

The Board reviewed an email from a homeowner requesting use of a visitor space for a storage container for 2 weeks.

The Board approved the request from account #213911 to place a storage container in a visitor space until October 1, 2014.

Approval of Minutes:

The Board reviewed the August 18, 2014 meeting minutes.

Eric Freitag motioned to approve the August 18, 2014 meeting minutes as amended. Noreen Rich seconded. All were in favor.

Committee Reports:

Website Updates:

The Board discussed website updates.

(M) Management to upload the updated Guidelines to the website once complete, the next Board meeting date, and an update on the monument signs.

Architectural Applications:

The Board reviewed one resident's application for a deck stain.

Eric Freitag motioned to approve the application for account #95689, with the stipulation that Sherwin Williams DeckScapes' Natural Cedar Bark stain be used or an application is submitted with a color equivalent to one of the approved stains. Noreen Rich seconded. All were in favor.

The Board discussed the paint color chart for the community.

(M) Management to insert the finalized paint color chart into the Guidelines, send to Noreen Rich for review, and then send to the residents.

Management Report:

The Board reviewed the financial report for the month of August 2014.

The Board reviewed the resale report, noting three new owners in the community.

Unfinished Business:

The Board reviewed proposals for removing pea gravel as needed and installing filter fabric, topsoil, and grass seed/straw to correct the drainage issue at the basketball court.

Eric Freitag made a motion to approve the Premier proposal in an amount not to exceed \$2,500.00. Noreen Rich seconded. All were in favor.

The Board reviewed proposals for long term crack repair at the tennis court.

Noreen Rich motioned to approve Eagle's proposal to clean and repair 184 linear feet of cracks throughout the tennis court in the amount of \$1,720.00 with a 5 year warranty. Eric Freitag seconded. All were in favor.

(M) Management to obtain a start date and follow up with Board, as appropriate.

The Board discussed the NASTOS contract and the monument signs.

Management stated that per Bruce Miller, with Fairfax County, the sign is in the sight triangle and must be made smaller or moved behind the sight line.

Management recommends that the Board continue the process with the County and NASTOS and remain in compliance with all of the County codes.

No action at this time.

(M) Management to send a "NASTOS package", an email with all of the monument sign information, to the Board via email.

(B) Board to review the email and then to vote via email on any actions.

The Board discussed the Falcon Group's updated 2014 Reserve Study.

Eric Freitag motioned to approve the 2014 Reserve Study, as amended. Noreen Rich seconded. All were in favor.

(M) Management to obtain bids for striping, stenciling, & yellow curbs to budget for work in the spring of 2015.

The Board reviewed grounds maintenance proposals for 2015.

Noreen Rich motioned to approve Premier's grounds maintenance proposal, contingent upon the yearly rate being reduced to \$27,194.11. Eric Freitag seconded. All were in favor.

The Board reviewed proposals for installing woodchips in the tot lot.

Discussion tabled until 2015.

(M) Management to include tot lot mulch in the budget for in 2015.

The Board reviewed proposals to remove the tree in the common area next to 13900 Melton Place.

Noreen Rich motioned to approve Premier's proposal to remove the tree in the common area next to 13900 Melton Place in the amount of \$420.00, contingent upon the homeowner's consent. Eric Freitag seconded. All were in favor.

The Board reviewed proposals to cut back tree roots at 5620 Oakham Place.

(M) Management to request that Twin Oak Tree Care remove the roots at 5620 Oakham Place.

(M) Management to follow up with Twin Oak Tree Care on the removal of the stumps throughout the Community.

New Business:

The Board reviewed a Falcon Group asphalt repair reminder.

The Board reviewed the 2015 Draft Budget.

(B) Board to review 2015 Draft Budget and submit comments to Management by October 15, 2014.

(M) Management to send a reminder email to the Board.

(M) Management to include crack seal, and lining for the entire community in the 2015 Budget.

The Board reviewed the operational calendar.

(M) Management to follow up with Board regarding Dooty Calls credits.

Executive Session:

Hla Wai made a motion to move into executive session at 8:06PM. Eric Freitag seconded. All were in favor.

Eric Freitag made a motion to reconvene in open session at 8:41PM. Hla Wai seconded. All were in favor.

Eric Freitag made a motion to approve all decisions as discussed and made in executive session as noted below. Noreen Rich seconded. All were in favor.

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| - Account #95613 – 30 day extension, then revisit | - Account #105547 – complete, no action |
| - Account #413822 – complete, no action | - Account #95607 – 30 day extension, then \$10/day |

The Board reviewed a violation abatement request from a homeowner regarding a deck stain.

The Board to look at the violation in person and vote via email for the abatement request from account #413818.

The Board reviewed a homeowner's waiver request for rules violation charges in the amount of \$750.00.

Noreen Rich motioned to waive the \$750.00 rules violation charges for account #813816. Eric Freitag seconded. All were in favor.

(M) Management to add a tree removal section to the Architectural Standards, the Board will review removal applications on a case-by-case basis.

(M) Management to send one final notice to account #75557 & account #413834 regarding their violations.

(M) Management to send Annual Meeting notice, as amended.

Adjournment:

Hla Wai made a motion to adjourn the meeting at 8:41pm. Noreen Rich seconded. All were in favor.