

FAIRFAX CLUB ESTATES HOA
MONTHLY MINUTES

April 11, 2017, 7:35 – 9:30 p.m.

Private residence

I. Call to Order

Attendees: Chris Jewett (Past President), Mike Krzykowski (Tennis Chair), John Korb (Webmaster), Angela Brown (Past Secretary), Paul Trkula (Past Vice President), Dave McGraw (Member at Large), Tim Stacy (Incoming Architectural Review Chair), Maria Little (Incoming Board Member)

Board Members not in Attendance: Dave Hardin (Outgoing Treasurer)

Members in Attendance: Brenda Fath (Homeowner)

Quorum present to proceed with officer elections and conducting matters within the regular course of business.

II. Homeowner Forum

- Positive feedback was provided for the new entrance sign and a homeowner offered to volunteer her time to support the board.

III. Old Business

- Neighborhood trash collection initiative
VP reviewed the covenants and found them to be confusing. The President noted that there would be no need to reach out to the HOA's attorney due to the straightforward nature of the process. Since an increase in assessments greater than 5% of the fiscal 2018 amount would be required to implement this initiative, a 2/3 majority of homeowners would need to ratify the proposal. Because the board has never taken a vote to support this effort (which has been raised in the past), board action option was discussed as a starting point. However, it was also noted that because the matter involves consolidating a public service, ultimately it's up to the homeowners. There was an ongoing discussion regarding potential liabilities and issues with enforcement. After a long discussion, Paul Trkula agreed to proceed with investigating the potential economic advantages of consolidating trash service before going to the homeowners.
- Capital Improvements
The fence permit has been approved. The President recommends doing as much work as we can ourselves as the HOA has already made a financial investment in the permitting process. During the first week of May, a contractor will come in to update the floors in the pool house. The

President, ARB Chair and a volunteer have performed demolition in the pool house to prepare it for renovation prior to opening day. Many items were in a state of disrepair, including cabinets which need to be refurbished. The President will talk to the HOA's fence vendor and the county to discuss remaining permits. It was noted that some landscape demo will be needed to accommodate the expansion of the fence.

IV. New Business

- Fiscal Year 2018 Officer Elections

Position	Nominees	Result
President	N/A	Chris Jewett was re-elected unopposed
Vice President	Paul Trklua, Angela Brown	Angela Brown was elected by a vote of 5-3
Treasurer	Dave Hardin, Maria Little	Maria Little was elected by a vote of 5-2 (one board member abstained)
Secretary	No candidate volunteered for this position. Angela Brown will continue to perform these duties until the position is filled.	
Webmaster	John Korb	John will continue as webmaster
Tennis	Mike Krzykowski	Mike will continue as tennis chair
Common Grounds	Dave McGraw	Dave will take over common grounds from Marshal Chapman (outgoing board member)

Email forwarding on the FCE website will be updated to reflect the updating points of contact. Angela Brown will continue to receive emails sent to the secretary email address.

- Pool Reservations

Board members have requested that there be specific parameters regarding the use of the pool by individual groups, including a requirement that the person requesting the use of the pool be a homeowner or summer member. The President reiterated that it is unlikely that Sunday evening

reservations at limited times will have a significant impact on pool members.

When the question was raised regarding the number of Sunday nights currently used by the swim team and other groups, it was noted that currently the pool is unencumbered on Sundays beyond the specific request to reserve the pool received by the Robinson Secondary School crew team. Another question was raised regarding whether the cost of a reservation would cover the costs associated with wear and tear and overhead administration of the pool. The reservation fee covers the HOA's costs, mitigates the risk for transaction revenue taxes and allows for wear and tear associated with facility use.

FCE currently files taxes as a nonstock nonprofit corp. – the IRS code for HOA's dictates that as long as we spend 90% of our assessment revenue on the health, welfare, capital improvement, etc. of the HOA we do not have to pay additional taxes. However, something as simple as drawing transactional proceeds from pool rentals or opening a snack bar makes the FCE vulnerable to additional tax liabilities. Overall, tax avoidance is not a governing strategy the HOA board is pursuing but potential tax liabilities will be considered when evaluating proposals and initiatives.

- Review of Financials

The most recent financials were circulated for review prior to the meeting. Approximately \$3,000 of accruals need to be assigned to FY17 but won't be paid as cash until FY18.

- Erosion Control

An FCE homeowner who is a storm water management civil engineer, will be invited to the next meeting. The President asked the homeowner to walk the creek in the neighborhood with him and he confirmed that there are several issues that need to be addressed. He has some ideas regarding how we can work with the county and other governing jurisdiction to approach mitigation, however the HOA may need to make a financial investment to partner with the county.

A minority of the issues are related to Ox Road estates, and the majority of the erosion issues existed long before the development of that project. Our reserve studies do not cover that creek, which is a significant liability. If the erosion issues are not addressed, in the long term, they could compromise the pool. The homeowner is accustomed to navigating these issues and will help us to determine the best possible way to move forward.

- Cost Sheet for Pool Improvements

The Board reviewed a cost sheet prepared by the President with a breakdown of the costs associated with the proposed pool renovations, totaling approximately \$5,800. The proposed changes include new cabinets, flooring, paint, refrigerators, new benches, and electrical work to install ceiling fans to replace the existing large wall fan. The President noted that we currently have two incoming summer members from Clifton. To accommodate families coming from greater distances, the refrigerators will give them a place to put food (there will be no tolerance for storing alcohol – we can't control distribution).

Concerns were expressed about keeping the refrigerators clean. We are discussing modifying our agreement with Crystal Aquatics to ensure that the refrigerators are cleaned out daily. FCE will enforce restrictions for what can be put in the refrigerator (i.e., disposable storage wear only), and will consider removing them if there are insurmountable challenges with compliance. The President proposed that we pull from the HOA's reserve funds to cover the costs of the pool renovations and replenish the funds at the end of the fiscal year.

- Additional Pool Discussion

There is currently a contract modification request with Crystal Aquatics for this summer. The Fairfax County school schedule change impacts 22 operating hours this summer; we are requesting 20 hours back to cover extending our hours to 9:00 p.m. at no additional cost. In addition, on the Saturday before school opens, we are asking Crystal Aquatics to keep the pool open until 11:00 p.m. to have an event that evening – an adult social, new homeowner social or movie night. The contract modification also addresses sound system testing to control the volume at and around the pool.

- Tennis Report

Bishop's Tennis is coming to look at the tennis courts to address cracks; we may need/want to resurface the courts again. Two dead trees have blown over and are leaning near the tennis court and repairs are needed to the backboard.

Two boards on the pavilion next to the courts needs to be replaced; the President and ARB Chair will pick up additional wood when they get the lumber for the pool house project to address these issues. There was further discussion regarding removing algae from the tennis courts and it was noted that the algae can be removed with water and bleach

V. Next Board Meeting:

- Thursday May 11th – location TBD
- All homeowners and associate/summer members welcome