

**Meeting Minutes: Annual Southgate Square Cluster HOA Meeting**

**Date:** April 17, 2017

**Location:** Reston Association

**Time:** 7-8pm

**Board attendees:** Deah Hester (President), Maria Larkins (Secretary)

**I. Parking Pass Handout (6:00-7:30)**

**II. Establishment of Quorum - Yes**

**III. Call to Order - Called to order**

**IV. Proof of Notice of Meeting:** GHA letter, NextDoor notice, SouthgateSquare.org, sign

**V. Introduction of Board/Management:**

- a. Opening for Vice President and Treasurer
- b. Deah and Maria present

**VI. Old Business:**

- a. Landscaping and beautification; playground mulching
- b. New front entrance sign
- c. Electricity for watch lights
- d. Management contract with Gates Hudson
- e. Snow removal
- f. 3 new doggie stations, and a weekly clean up (around doggie bins only)
- g. Tree pruning and removal
- h. Mosquito control (four applications May, June, July, August)
- i. 2300 block sewer culvert clean
- j. Sidewalk repair
- k. Taxes, insurance

**VII. New Business:**

- a. Budget:
  - Approximately \$100,000 in reserves for future projects such as parking lot paving or new playground equipment
  - Assessments were increased 2.5% to cover increases in some of our monthly contracts
  - Budget of \$90,000 to cover our monthly contracts (landscaping, snow, trees, electricity, management, etc) plus a major project or two
- b. Projects:
  - Parking lot repaint- all parking lines, visitor spaces, reserved numbers, and fire lanes will be repainted in April
  - “Gully” area between 2300 and 2400 block may be corrected, with the help of a grant from Northern Virginia Conservation Association and Reston
- c. Community Day:
  - “Community Day” on Saturday, June 3rd around 5pm at the small playground. Event will take place if at least five families sign up. Children must be accompanied.

d. Feedback on Management Contract/Board

- The previous board signed a 2 year contract with Gates Hudson for a full management contract. Do we want to continue this?
- We need more board members if we want to go back to being self-servicing.
- Deah (President) is leaving Virginia next year so if no one volunteers to join the board we will go into receivership- this can be very costly to residents

**VIII. Owners Forum: Suggestions, questions, comments**

a. Board volunteers:

Annette Lowry: treasurer

Pooveshan Govender

Jim Peters

b. Trash at bus stops on Southlake Dr. Who is in charge? Lucille Walke will find out information from county and RA.

c. No trespassing or no dumping signs in between neighborhood and Reston Pkwy. Add the phone number of FFX county special pick-ups.

d. 2400 block parallel to Reston Parkway - trash and other items behind fences. Louisa sent violation notes about this back in February and in March. Confirm that these were sent out.

e. Motion to lower fences – Many people mentioned that they enjoy the privacy on the front of house. If someone wants to get serious about making that covenant change, the first step would be to create a petition to see how many support it.

f. Questions about backed up sewer culvert on 2300 block . It was cleaned out last year, but is still having issues. Need to figure out what is going on and who is responsible. Bill Morrisette volunteered to check it out. Possibly a problem of the pipes being too small or broken, tree roots. Residents are complaining and think the board has not done anything, but in fact it has been cleaned out twice in four years. This needs to be explored further.

g. Does the board or RA check up on trash issues at houses? Lucille had success reaching the Health Department for the issues. Ask for more info on the health inspector/county person she mentioned

h. South Lakes Drive- why hasn't it been repaved? Continue reporting it to the county

i. What should we do about large dumped items? Pay to have picked up, sign at entrance reinforcing calling county, call Fairfax County Special trash pick up to see if they have a magnet or a flier with their info on it

- j. Might need newsletters more often – quarterly (May, August, November, February?) Two of them could be a half page hand out that has numbers to call, links to visit for SGS questions, etc. Need help passing newsletters out.
- k. Pick up trash in front of your own house
- l. Ice cream man? No one had issues.
- m. Question about 24 hour towing – Should we do this? We wouldn't be able to have any visitors. Suggestion to only have 2 passes per household. Towing company needs to step up. Battlefield- Many residents complaining about not enough towing. Consider a new towing company?
- n. Residents need to let Louisa know if there is an issue. She keeps tabs on all issues. Allows us to assess whether we change vendors.
- o. Landscapers need to cut grass
- p. Watch light is out on the right side of entrance

**IX. Adjournment**