

# **Cedar Grove Park Association**

## **Board Meeting Minutes – May 8, 2012**

**Call to Order.** The meeting was called to order at 7:38 p.m. at the home of Judy Keene at 3116 Cedar Grove Drive. The following individuals were in attendance: Judy Keene, Pat Smith, Inge Rappe, Tina Wilson

### **Acceptance of Minutes**

- Judy moved to accept the March and April minutes and Tina seconded.

### **Treasurer's Report**

- Tina moved to accept the Treasurer's Report and Pat seconded.
- Judy and Pat discussed the arrangements made for reimbursement of the expense for the tree removal at 3126. The home owner agreed to pay in installments.
- Judy worked up a tentative budget for 2013-2017 by using a 3% inflation rate per year for most expenses. Figures show that our expenses will exceed our incoming funds as inflation continues to raise the cost of services and we will have to use our Reserve Fund to pay them.
- The Board discussed the need for an increase in HOA dues and will propose an increase at the annual meeting in the Fall. Because Judy was not yet confident in some of the budget figures she used, the exact amount of dues increase needed couldn't be determined yet, but it was agreed that a \$10 a month increase beginning next year was not unreasonable given that we haven't had an increase in many years.
- Judy discussed the need for a reserve study as required by law. CGPA has not done a study since the law was put in place in 2007. The study will give us an accurate accounting of money needed for future projects.
- The Board discussed hiring an accounting firm to address billing for dues, pay vendors, deal with delinquent accounts and to do taxes.

### **Committee Reports.**

#### **Landscaping**

- Pat discussed the replacement of 2 dead evergreen trees in the front along Blake Lane.

- Pat will get bids on cleaning the playground area and power washing the brick wall.

### **Parking Lots and Sidewalks**

- Sidewalk repair will be addressed in the Fall.

### **Architectural Review**

- Inge will organize and complete architectural reviews by the end of June.
- Judy discussed preparing a cover letter for homes needing repair.

### **Social Committee**

- Tina commented on the success of the community yard sale.
- Pat discussed clean up and planting day on May 19th. Flowers will be purchased and planted to improve the look of our community. Judy will generate flyers to be distributed.
- Plans for the June Pot Luck on June 2<sup>nd</sup> were discussed.

### **Old Business**

- Pat will contact the engineer that Judy found to have him inspect the swale and give us a report on whether to bury it underground or just have it re-dug.
- Judy has still been unable to get a response from the contact with Dominion Power regarding the installation of additional lighting in the community.
- Pat will follow up on signs that are needed for the community. Pat discussed the need for Fairfax County leash laws for dogs and the problem with pet owners not picking up after their dogs.
- Judy discussed signs to keep trucks from cutting through our community.
- Pat discussed the CGPA package of Rules and Regulations and the cost for preparing the package. According to Andrea Harvey, who makes up the packages, the cost is approximately \$25.00. The Board discussed how we could make sure renters are aware of the rules of living in CGPA.
- Pat tabled the CGPA package discussion until July 2012.

- Judy discussed the fact that we did not get any bids on the extra parking space. It was decided that residents could request special use for guests up to 7 days by submitting their request to the Board. This will be on a first come first serve basis.

### **New Business**

- Pat will try to find a new location for the Crepe Myrtle in front of 3112 in the playground area.
- The Board will wait for the new resident at 3140 to arrive before addressing issues with the property.
- Pat discussed tree trimming for 2013 and selection of new trees to be planted.
- Judy discussed a new sign for the CGP community entrance on Blake Lane. It was suggested that the sign should be moved to the other entry from where it is now.

### **Adjournment.**

- Judy moved to adjourn the meeting at 9:15 p.m, Inge seconded.