

WESTWINDS ECC Meetings  
 Wednesday, November 15, 2006 • LLA

Introductions

- BOD members in attendance: Jim Urchasko, Karen Urchasko, Stan Swoyer, Sonja Rossig, Brian Lippy, Peg McGreevy

Certification of Proxies

Approval of October 2006 Minutes

Monthly Reports/Status Updates

Action Items	Comments/Resolution
1. Treasurer	<p>The upcoming budget was reviewed. Sonja will revise the budget to reflect an allocation of \$200 for directory expenses and \$7,500 for legal expenses. Brian added that income generated from Section 6 is expected to amount to \$25 per unit. Sonja will email the final budget to all Board members for review.</p> <p>To follow-up with the suggestion to raise the percentage rate charged to residents delinquent in paying dues, the Board decided not to change the fee structure. Additionally, Sonja confirmed with the County Courthouse that we can file small claims against those delinquent in paying their WW HOA dues either individually or in small groups (3-4). She has the paperwork necessary and will begin the process after December. Court costs will be paid by the homeowner.</p> <p>The Board confirmed its interest in pursuing the compilation (approximately \$800) versus an audit (approximately \$1500).</p>
2. Village Chair	<p>Jason Flint has resigned as Village Chair. The Board welcomes anyone interested in volunteering for this position to contact them.</p>
3. Landscaping Committee	<p>Brian will send Jim his comments pertaining to the SOW. Jim will then send the SOW to Clay by the first of the week.</p> <p>Regarding the low hanging tree limbs in the neighborhood, Clay confirmed for Jim that Rupert's will trim the trees.</p>
4. ECC Committee	<p>No residential applications were received in November.</p> <p>Thank you to all residents who responded to the basketball survey!        Results of the 95 responses are as follows:</p> <ul style="list-style-type: none"> <li>• 49 approve portables only</li> <li>• 12 approve permanent fixtures only</li> <li>• 14 suggested allowing both</li> <li>• 20 prohibit both options</li> </ul> <p>The Committee, therefore, will keep the current guideline, but will enforce location and making sure residents put equipment away at night.</p> <p>As a result of the mailbox survey, 45 letters were distributed to homeowners who need to repair their mailboxes. Residents have 30 days to make repairs.</p>

Action Items	Comments/Resolution
	<p>Thirteen homeowners were identifies as having sidewalks in need of repair. While homeowners are responsible for the upkeep of their sidewalk, the Committee is investigating the County code.</p> <p>The new county ordinance regarding the display of house numbers was distributed. The Committee will further investigate the ordinance to determine what our community needs to do to meet the requirements.</p>
5. Parcel Transfers to LLA	<p>Stan confirmed that only legal descriptions (versus a map) are available from Carroll Creek Title. There are no hindrances of liens.</p> <p>Brian will identify the parcels being transferred to LLA (ex: common spaces)</p>
6. Developer Status	<p>All street trees within the community are in place. Sections 4 and 5 are topped out. Concrete work is planned to begin next week. After that, the hand-off to the County can begin. With the exception of Section 6, it is anticipated that bond work will be complete by July.</p> <p>A copy of the "declaration and bylaws" for the townhome section is still being drafted.</p>

#### New Business

Action Items	Comments/Resolution
1. LLA/WW Relationship	<p>Jim planned to meet with Clay and Brandon; however, neither Clay nor Brandon showed up. Jim has sent two emails since the scheduled meeting, and he has not received a response. Jim did receive revised covenants as reviewed by the LLA attorney. Jim stated to LLA if the covenants were null and void, the homes since 1993 should not be included.</p> <p>In response to the lack of progress with LLA, Sonja suggested attending the next LLA Board meeting. Jim will forward his last unanswered email to Clay and Brandon to the LLA Board and will contact LLA to have WW included on the agenda to also discuss: 1) enforcement of ECC issues and 2) landscaping.</p>
2. Christmas Lighting and Wreaths	<p>Brian will contact Holtson Brothers for proposals to retrieve the lights, install wreaths at the front entrance, and provide Christmas decorations.</p> <p>Stan contacted Ted Myers (with the tennis facility) and confirmed there are no street lights in storage.</p>
3. Insurance Policy	<p>With regard to an estimate, Sonja has not heard from her contact that specializes in HOA policies. Stan will contact BB&amp;T tomorrow to see if they can provide an estimate.</p>
4. Lighting at 2 <sup>nd</sup> Entrance	<p>Clay awaits approval from Alleghany. Jim will follow-up with Clay about this as well as the light on Club House Circle.</p>
5. Dvlpr Punch List	<p>No updates other than that described under Developer Status.</p>
6. Capital Improvement	<p>Brian suggested constructing a sign for the second entrance. He will provide contact names at the next meeting. Residents remain encouraged</p>

Action Items	Comments/Resolution
Project Ideas	to contact the Board with capital improvement project ideas.
7. Resident Forum	<p data-bbox="558 239 1429 403">Bud Rossig, as a matter of courtesy to the golf course, asked an area company for a proposal to complete the landscaping area around the pond on 18. The golf course owns the overgrown property surrounding the pond as well as the unkept land coming down the hill from the 17<sup>th</sup> on Club House Circle.</p> <p data-bbox="558 436 1422 663">Bud asked for Board representation at the November 29<sup>th</sup> Grange Hall meeting (7pm) to convey displeasure with potential additional traffic coming onto Panorama as a result of the Blentlinger-Casey development. Approximately 38 lots (with direct egress) and additional pods could be using our neighborhood and amenities. These new lots/pods are not part of our HOA, yet they could be potentially putting additional traffic in our neighborhood. Sonja will draft a response and attend the meeting.</p>

The meeting was adjourned.

Reminder: WW HOA meetings will be at the LLA office until April. We hope to see you there! Feel free to contact any Board member with questions or concerns. Your input is appreciated and welcome.

To receive a copy of the HOA minutes via email, please contact Peg McGreevy (301.865.4987 or [mmmccreevy@leggmason.com](mailto:mmmccreevy@leggmason.com))