

**CROSSPOINTE SWIM & RACQUET, INC.  
MINUTES OF THE BOARD OF TRUSTEES MEETING**

**Zoom Meeting**

**September 9, 2020**

**I. ATTENDEES:**

Board Members Present: Howard Kaufer, President; Larry Rice, Vice President; Brian Riley, Treasurer; Patricia Ciarlo, Secretary; John Cewe, Trustee; Edward Mills, Trustee; Alan Sullivan, Trustee; and Hayden Shea, Trustee.

Absent: Andrew Haskins, Trustee.

Others Present: Heather McDevitt, Community Manager, FirstService Residential (FSR); and Billie Kay Denbo, Recording Secretary, On the Record.

**II. CALL TO ORDER:** Mr. Kaufer called the September 9, 2020, Crosspointe Swim & Racquet, Inc. Board of Trustees (Board) meeting to order at 7:00 p.m., noting the presence of a quorum.

**III. NATIONWIDE INSURANCE PRESENTATION:**

Ms. Cathy Powell, Nationwide Insurance Agent, reviewed and discussed with the Board the Association's annual insurance premiums to include a cost evaluation for the Directors and Officers Policy, the Workmen's Compensation Policy, and the Property/Liability/Crime Policy. She stated that she will provide the final costs for the umbrella policy as soon as she receives them from the underwriter.

**IV. RESIDENTS' TIME:**

Mr. David Carmichael, 9126 Wood Point Way – Mr. Carmichael addressed the Board and discussed his ARB Appeal in regards to a proposed erosion resolution needed at his property on the area that is in between his house and the neighbor's house.

Mr. and Mrs. Franklin, 9124 Wood Point Way – Mr. and Mrs. Franklin addressed the Board and discussed their ARB Appeal in regards to a proposed erosion resolution needed at her property on the area that is in between her house and the neighbor's house.

Mr. Adler, 8514 Oak Chase Circle – Mr. Adler addressed the Board and discussed his ARB Appeal in regards to an ARB Variance Request for a patio, pergola, and deck installed on the back of the house but also outside the rear plane of the house.

**V. SECRETARY'S REPORT**

**Minutes of August 12, 2020** – Tabled to the October 2020 Board meeting.

**V. FINANCIAL STATEMENTS:**

The Board and management reviewed and discussed the financial statements for the period ending July 31, 2020, to include the income, expenses, and delinquencies.

*By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees accepted the July 31, 2020, Financial Statements as presented.*

**VI. COMMITTEE REPORTS:**

Pool Committee:

The Board received the draft August 8, 2020, Pool Committee meeting minutes.

Open Space Committee:

The Board received the draft August 19, 2020, Open Space Committee meeting minutes. Mr. Kaufer addressed a comment on Facebook in regards to work and money spent on T24.

**VII. OLD BUSINESS:**

Chronicle Contract Renewal and Number of Issues Each Year – Tabled to October 2020 Board meeting pending the Communications Committee recommendation in regards to the number of Chronicle issues printed and distributed each year.

Halley Elementary Gate Closure Status – The Board discussed the status of the Halley Elementary School gate. Mr. Rice informed the Board that he and Mr. Mills have found some historical documents and they believe the Board should be acting on behalf of the homeowners in this matter.

**ACTION:** 1) Mr. Rice will draft a letter in regards to the use and history of the gate at Halley Elementary School 2) Send letter to the Fairfax County School Board member that represents the area 3) Send letter to the Fairfax County Fire Department 4) Send letter to the Fairfax County Supervisor that represents this area.

*By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees authorized the Board Vice President, Larry Rice, to send the letter in regards to the Halley Elementary School gate use by Crosspointe residents.*

Mr. Brad Gagne, 8497 Silverview Court, discussed with the Board what actions he has taken in regards to the crosswalk on Hooes Road to include responses from Fairfax County and the State of Virginia.

Crosspointe Bylaws Review and Revisions – The Board reviewed and discussed the revised Bylaws and opted for more revisions.

**ACTION:** The Board requested 1) Mr. Rice to finalize the documents to include tonight’s revisions and to provide the final documents to management; 2) Management to send to legal counsel for review to include questions from Board members.

### **VIII. NEW BUSINESS:**

Pilot Program: Grass to Forest Initiative – The Board reviewed and discussed the Open Space Committee’s proposed plan for the “Grass to Forest” initiative.

**ACTION:** The Board requested the Open Space Committee: 1) Identify the specific sites in the proposed plan; 2) Obtain residents comments and input on the first three sites listed in the proposed plan; 3) Compose an article to be put on the website and in the Sept/Oct newsletter discussing the proposed “Grass to Forest” initiative.

***MOTION was made by Mr. Shea and seconded by Ms. Ciarlo to proceed with the proposed “Grass to Forest” initiative by obtaining resident input and comments. The motion passed unanimously (8-0-0).***

Volunteer Spotlight – The Board discussed the recognition for volunteers.

Fencing Hooes Road – The Board and management discussed the history of the fences behind homes along Hooes Road.

***MOTION was made by Mr. Riley and seconded by Ms. Ciarlo to allow the homeowners along Hooes Road to modify the inside of their fence to block visibility to their property at no cost to the Association. The motion passed (7-0-1) with Mr. Shea abstaining.***

Tot Lot Inspection Contract Proposal – The Board and management reviewed and discussed the All Recreation of Virginia contract proposal to conduct annual safety inspections of all six Crosspointe tot lots. Ms. McDevitt stated that the current contract with All Recreation does not expire until 2026.

**ACTION:** The Board requested management to research the date when the tot lots were last inspected.

Grounds Maintenance Contract – Mr. Mills reviewed and discussed with the Board the contract proposals submitted for the Grounds Maintenance Contract. He stated that the Grounds Maintenance Contract Committee is recommending Professional Grounds Inc. for a one-year contract for 2021 and four one-year contract renewal options 2022-2025.

***MOTION was made by Mr. Mills and seconded by Mr. Cewe to accept the Professional Grounds, Inc. Grounds Maintenance contract proposal for one-year with four one-year renewal options. The motion passed unanimously (8-0-0).***

Trash Collection Services Contract – Ms. McDevitt informed the Board that she did distribute the Request for Proposal (RFP) with a due date of September 1, 2020, and she has not received any responses to date.

**IX. MANAGEMENT:**

Contracts, Maintenance, and Operations Review – Ms. McDevitt reviewed and discussed the September 2020 Monthly Report and updates with the Board.

Nationwide Insurance Policy Renewal –

***MOTION was made by Mr. Sullivan and seconded by Mr. Cewe to accept the Nationwide Insurance Policy renewal proposals for 2020-2021. The motion passed unanimously (8-0-0).***

Girl Scouts Request – The Board discussed the Girl Scout’s request to use the Glen Eagles parking lot for an event.

**X. EXECUTIVE SESSION:**

***MOTION was made by Mr. Riley and seconded by Mr. Cewe to convene into Executive Session at 9:23 p.m. to discuss assessments and legal matters. The motion passed unanimously (8-0-0).***

[Whereupon the Regular Session reconvened at 9:55p.m.]

**ACTION:** The Board directed management to contact C5-EATR-9402-01 homeowner to obtain more information in regards to their waiver request.

***MOTION was made by Mr. Shea and seconded by Ms. Ciarlo to approve the ARB Appeal for a variance as described in the ARB application submitted by homeowner #C5-WOOW-9124-02 and # C5-WOOW-9126-01 to install a French Drain that will resolve the erosion issues that are shared by both properties. The motion passed unanimously (8-0-0).***

***MOTION was made by Ms. Ciarlo and seconded by Mr. Mills to deny the ARB Appeal for a variance as described in the ARB application submitted by homeowner #C5-OAKC-8514-03 and the homeowner must remove the ground level patio that extends past the side plane of the house within thirty (30) days from the date of this letter. The motion passed unanimously (8-0-0).***

***MOTION was made by Mr. Shea and seconded by Ms. Ciarlo to deny the waiver requests submitted by C5-EATR-9402-01, C5-WESD-8404-01, C5-WOOT-8602-03, C5-CRCT-8631-01, C5-MEAW-9293-04, and C5-SICT-9204-03 homeowners. The motion passed unanimously (8-0-0).***

**XI. ADJOURNMENT:**

***MOTION was made by Mr. Rice, and seconded by Mr. Mills to adjourn the September 9, 2020 Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 10:00 p.m. The motion passed unanimously (8-0-0).***

Submitted by: Billie Kay Denbo, Recording Secretary, On the Record

Attested to: \_\_\_\_\_  
Patricia Ciarlo, Secretary