

2008 Tollgate Association
Annual Homeowners Meeting
November 9, 2008
Minutes

Attendance: Out of 29 total association property owners, 12 members were present at the meeting; 11 members submitted signed proxies, and 6 members were absent. Therefore, with 23 of 29 members either present or represented by proxies, the President noted that a quorum was present for the meeting.

Agenda Items:

1. Parking Policy: As in previous meetings, Steve Lyons (129), Association Board President reminded the homeowners that the 2001 Tollgate Association Parking Policy suggests that residents should not park on the street. To the extent possible, all residents should keep the “parking pads” open as well for Tollgate visitors. All residents were encouraged to park in the two parking spaces allotted to each residence without a driveway, or their own driveways and/or garage.

One member moved (and it was seconded) that the Association have the Tollgate Board work with the City of Falls Church to prohibit parking on Tollgate Way, this would facilitate the free movement and access of public safety and emergency vehicles to all residences on Tollgate Way.

Discussion:

- It was pointed out and agreed by a number of members that there have been incidents in the past when emergency vehicles responding to health problems have not been able to easily access all areas of Tollgate Way;
- The members were reminded that during the construction of Tollgate Way, the City of Falls Church issued a variance allowing the street to be narrower than normal under existing code – therefore, the street does not have sufficient space for parking on both sides;
- It was pointed out that involving the City may cause additional problems – esthetics connected to the installation of more signs on the street;
- One member noted that in general, not many cars are seen parked on the street at any particular time, and that it might not, therefore, be necessary to officially prohibit parking;
- Members were reminded that the policy outlines a hierarchy of parking:
 - Driveway and garage (for residents with these features)
 - Homeowner and Community parking pads located along the street
 - Parking places located at the end of Tollgate Way
 - On the street, where space is sufficient in keeping with safety and ability of residents to exit their driveways – this was highlighted as the last option

- Others supported a suggestion to consider prohibiting parking on the north side of Tollgate Way.

An amendment to the earlier motion was suggested (and seconded) to refer to the issue to the Board for further deliberations on potential modifications or changes to the existing parking policy. This motion passed, and the issue was remanded to the Board for further discussion/action.

2. Treasurer's Report: The Treasurer, Bob Donaldson (118) presented his report dated 11/3/08 (copies of which were passed out to all attending members), and are attached to these minutes that included:

- 2008 Net Worth (\$17,246.64 in bank reserve on the date of the report)
- 2008 Budget (at the time of the meeting, projection to end of year estimated that the 2008 budget would be \$5,662 under budget – significant savings achieved (from approximately \$1,000 to \$300 per year) by replacing all street lights with compact fluorescent bulbs; and savings from tree pruning and maintenance)
- Proposed 2009 Budget (\$40,850.00) based on no proposed increase in the annual association fees of \$1,400.

It was pointed out that it may be necessary soon to power-wash and seal the driveways and parking pads again (last done 3 years ago). This may cost approximately \$5-6,000.

A motion was made and seconded to adopt the 2009 Budget as presented, leaving the annual dues at \$1,400. The motion passed and the 2009 budget was adopted.

A resident moved that the membership recognize Bob Donaldson for his work over a number of years in managing the Association budget – all members agreed.

3. Architectural Committee/Street issues: The committee noted that it is looking for more members. All those interested should contact Garry Sauner (114), Chairman of this committee. Homeowners are asked to refer to the Architectural Guidelines and Request Form posted on the Tollgate web site and to submit requests to the Architectural Committee before contracting to have work done. Normal turn-around time for the committee to respond to requests is two weeks. Issues being discussed by the Committee include:

- **Improved lighting at the entrance to Tollgate Way:** Garry Sauner approached the City of Falls Church, requesting that consideration be given to installing a new light at the entrance to Tollgate Way. The City referred the request to Dominion Virginia Power, which is reviewing it. Garry made the case to the city based on a number of safety issues: children waiting for the school bus early in the morning; cars turning left into Tollgate Way from Broad Street in the dark with danger of rear-end collisions; safety of bicyclists and pedestrians in the dark as they cross Tollgate Way. Dominion Power requires that the residents at 401 and 405 Broad Street be approached with the idea, and agree. Garry has approached them, and

they are in agreement. Garry will inform the City and Dominion Power, and ask that the new light be installed directly across from the entrance.

- **Signage:** Garry Sauner worked with the City on a number of street sign-related issues:
 - Stop sign at entrance to Broad Street – will be replaced and lowered;
 - Request to replace the two “Dead End/No Through Street” signs at the entrance to Tollgate Way – the City said they will wait until they fade more;
 - “No Parking Here to the Corner” sign on the south side of Tollgate Way should be moved farther back so that no cars can park in this area to avoid potential collisions between cars exiting Tollgate Way, and entering from Broad Street – further discussions are underway to reach agreement.

- **Sidewalks:** Garry Sauner followed up with the Board request to the City to repair the damaged sidewalks along Tollgate Way. The City has now replaced all cracked, broken, and deteriorated sidewalks, with the exception of 1-2 areas that may still require follow-up. In addition, a request remains pending to follow-up on both sidewalks on Broad Street that have become uneven, causing water to pool during rains and after snow has melted. Garry Sauner will continue to follow-up with the City on these remaining issues.

- **Street Re-paving:** A request is also with the City to have Tollgate Way re-paved. The City grades streets on a scale from 1-5, with 5 being the worst shape. Tollgate Way is now classified as a 4, which puts further along in terms of re-paving schedule. Garry Sauner will follow-up with the City to determine whether the work might be done in the near future.

A resident moved that the membership recognize Garry Sauner for his efforts working with the City to resolve many of the issues noted above that have been pending for some time. – all members agreed.

4. Landscape Committee: The Chairperson of the committee, Marie Murray (124), was not able to attend the meeting, so Garry Sauner read her annual report (attached to these minutes). The contract with the present landscape contactor, McFall and Berry, is not expected to be renewed. Mr. Ramiro, who worked for Mr. Flores, the previous contractor, has started his own business, and expressed interest in the contract. He has presented a quote, which for budgeting purposes has been included in the 2009 budget. The landscape committee recommended that Mr. Ramiro be contracted for the job if the financial details can be worked out. His original proposal was very general. The committee suggested that a number of more specific details be added, and are awaiting his response. Rob Ochsendorf (117) was introduced as the newest member of the landscape committee. A resident thanked Marie Murray for all her time, including the thorough and conscientious effort she puts into her job on the Landscape Committee – she works very carefully and respectfully with individual homeowners.

5. Tree Committee: Bob Donaldson reported on the work of the tree committee: 3 white pines were replaced on the south side, as they were all starting to die (replaced with 2 Virginia Cedars, and 1 Hornbeam); the red oak at 109 was replaced with a red maple; at 104 the beech tree was replaced with a Valley Forge Elm. In the fall, Save-A-Tree was replaced with The Greenery, due to a much more reasonable price quote. They removed a red oak that could not be saved at the Lyons (129) residence and will replace it with a willow oak (more drought tolerant and fast growing) for 1/3 the cost that we had been paying in the past. The committee thanked Joe Romer for the effort devoted to shopping around and finding a much more reasonable alternative that can now be used by the whole community.

6. Maintenance: It was noted that Ed Bronikowski (121) on his own initiative researched different possibilities for the Tollgate street lights, and tested various alternative compact fluorescent lights (25/40/60 watts), and determined that the 25 watt models worked as well as the stronger wattage alternatives. He changed all the bulbs himself, and cleaned all the lamps themselves in the process. It has been noted that the KW hours used by Tollgate dropped nearly 90% since the new lamps were installed. The cost of the lamps was recovered in 2 months due to lower electricity charges. In 2009, it is estimated that the electric bill will be close to \$300 compared to \$1200 with the old lamps. In addition, Bob Donaldson replaced the old photo cells in the lamps with an astronomical timer that makes the lighting more precise, and is more reliable. He was able to save nearly \$1000 in installation costs by doing the work himself. In addition, pending maintenance items include:

- The outside retaining wall on Broad Street requires some structural work and re-pointing. Quotes for the work are being sought from 3 contractors;
- The drain that collects water in front of 107 and 109 and directs the water under the driveway at 109 and then back in the lawn area between 109 and 111 is plugged. Marie Murray and Tom Smolinski will examine the Tollgate plans to see what type of drainage was installed, and recommend what could be done to get the drain working again.
- As noted above, the driveways and parking pads may need to be power-washed and resealed after approximately 3 years since the last refinishing. An amendment to the original by-laws clarifies that driveway and parking pad work is split between the homeowner and the Association;
- Sockets on some of the lamps on the street may need to be replaced – they are not solid. The lamps are no longer made, and may need to be replaced.

7. Social: The Spring and Fall picnics were held, but the Christmas party was cancelled. The members thanked Ella Lyons (129) for her work organizing these events.

8. Christmas decorations: The next Board meeting will be Saturday, December 6. Following the meeting, the Tollgate Christmas decorations will be put up. Steve Lyons bought all the materials. All residents were reminded to install single candle lights in the windows as in past years.

9. New Board Member: Bob Donaldson (118) was nominated, seconded, and elected by the members to replace Steve Lyons, who is rotating off the Board after serving as Board President during 2008. The members thanked Steve for his service.

Submitted by Paul Ehmer, Board Member, on behalf of Eric Kirschner, Board Secretary, who could not attend the meeting.

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11/9/08
Paul Elmer

ADDRESS	RESIDENTS	ATTENDANCE	BUDGET	OFFICER
100	Rivkin/McCaffrey	A		
101	Vlahos	A		
102	Melhem	✓ P		
103	D'Ermes	✓ PR		
104	Beckes	✓ P		
105	Beyer	✓ PR		
106	Kaye	A		
107	Powell	A		
108	Kirschner	✓ PR		
109	Ehmer	✓ P		
110	Stephenson	✓ PR		
111	Guyette	✓ PR		
112	Johnson	✓ PR		
113	Zawacki	✓ PR		
114	Sauner/Phillips	✓ P		
115	Knittig	A		
116	Romer	✓ P		
117	Ochsendorf Rob	✗ P		
118	Donaldson	✓ P		
121	Bronikowski/Bayzie	✓ PR		
122	McNamara	✓ PR		
123	Kahn	A		
124	Murray	✓ PR		
125	Arthur/Doherty	✓ P		
127	Casteuble	✓ P		
129	Lyons	✓ P		
131	McCahill	✓ PR		
133	Connor	✓ PR		
135	Smolinski	✓ P		

29 Total

23 P + PR = ~~Quorum~~ OK
6 A

29 Total

Attendance
P = present
A = absent
PR = proxy