

Wooded Glen, Section I Homeowners' Association, Inc.

October 2012

<http://woodedglenhoa.org/>

NEWSLETTER

ANNUAL HOA Meeting NOVEMBER 8

The annual meeting of the Wooded Glen, Section I Homeowners' Association Inc., has been scheduled for **Thursday November 8, 2012, at 8:00p.m. in the White Oaks Elementary School**, located at 6130 Shiplett Boulevard, Burke, Virginia 22015. At least one homeowner from each home should attend to represent their home in the association.

Elections will be held to fill two Board member positions for two-year terms (Nov 2012 – Nov 2014). If you are interested in running for one of these positions, please mention it to a current Board member or neighbor who plans to attend. We are also looking for members of the Architectural Control Committee (ACC) and Grounds Committee.

In addition to the elections, our agenda includes a discussion on the annual HOA assessment. The costs of running our association are escalating; we need your input to determine the best way ahead.

The meeting is open to all members of Homeowner's Association and renters. Only Homeowners can vote. **Homeowners who cannot make the meeting are asked to complete a proxy (located at the back of this newsletter).** The proxy can be used for a quorum or for any other specific reason. We need 20 members to attend or complete a proxy. All proxies must be given to the Board President (Mr. Helmut Draxler) prior to the start of the annual meeting.

STREET PAVING COMPLETE!

We know you all have noticed the significant improvement to our streets and the look of our neighborhood. Your HOA Board is very pleased to announce the final paving of our neighborhood streets this past August. Thanks go out to the many current and previous HOA Board members who negotiated for years with VDOT and our delegates to finally get our 27 year old street repaved.

REPLACEMENT BULBS AND GLOBES

Homeowners may contact **Patrick McLean** for replacement **60-Watt soft white compact florescent light bulbs (CFLs)** for their lampposts. **All bulbs on the entire street should have the same wattage and color rendition.**

The 12-inch plastic globes (with a 4-inch neck) for the lamppost fixtures may be procured at: www.lamppostglobes.com. Buy the "white" polycarbonate globes.



PLEASE PICK UP AFTER YOUR PETS

Fairfax County Code Title 41 requires pet owners to have their **pet on a leash** when left outside and to **pick up their pet's waste**. Homeowners in Wooded Glen have noticed an increase in unleashed pets running around at night and pet droppings on their lawns and in the common areas and in the parkland near the townhomes. Our children play in these areas. Remember to bring a bag and flashlight at night. Darkness does not hide the waste. Please **DO NOT** dispose into the sewer drains.

Anyone seeing a homeowner not picking up waste after his or her pet should politely ask the pet owner to do so. If the polite reminder does not work, violators may be reported to the Fairfax County Animal Warden at (703) 691-2131. However, aggressive actions against pet walkers will **NOT** be tolerated. If you feel threatened by an aggressive homeowner, call 911.

HOA PICNIC FUN!

Our HOA held its annual picnic on May 19, 2012. After many homeowners took advantage of selling some items at our annual yard sale, they walked to the common area to partake in some good old fashioned food, fellowship, and fun! We had well over 50 people attend, as well as a few loving pets. Special thanks go to Deborah and “Drax” Draxler, for all of their work setting up and operating the BBQ!



NEIGHBORHOOD CRIME REPORT

Please report to the police any suspicious activity on our streets or in the common areas. There is evidence of alcohol drinking and smoking in the common areas on a routine basis. Bottles are often thrown into the street or grass from passing cars. If you see anything suspicious,

please contact 911 or the **Fairfax County Police Department Non-Emergency Line at 703-691-2131**. The best deterrent is a vigilant neighborhood.

SELLING YOUR HOME

When selling your home you (or your Realtor) will need to request an **HOA packet** from the board. The cost is \$150.00 (check payable to Wooded Glen Section 1 HOA) and once payment is received, the packet will be prepared. The packet will be available for pick-up within 10 days from payment receipt. The HOA packet includes a variety of information for the new homeowners, such as the Association’s Articles of Incorporation, By-Laws, budget, notice of current or pending architectural violations, and architectural guidelines.

HOW TO CHANGE THE EXTERIOR OF YOUR HOUSE

Does the color of your house need a change? Do you wish you had a back deck or fence around your yard or do you want to change the one you have? Do you have a tree that needs to be removed? If so, then you have to request approval for an exterior change of your house from the **Architectural Control Committee (ACC)**. The Wooded Glen guidelines state: “Applications shall be submitted to the Committee in an original plus five copies or electronically at acc@woodedglenhoa.org. Applications shall contain detailed drawings of changes to be made. Such drawings shall clearly indicate the location of existing structures, and property boundary lines.”

The approval process is simple; use the [form](#) located on our website or write a letter explaining exactly what you want to do, add a drawing, and if painting is involved, submit a sample of the color(s). Then e-mail the request or deliver the original request and 5 copies to the Chairperson of the ACC, Mr. Walt Zimmers. He will circulate your request to the other members of the ACC and get back to you shortly. Written approval of changes, additions or improvements to your home is a requirement of our Homeowners’ Association. To review the requirements in detail, see the link to the [Architectural Guidelines](#) on our web site at <http://woodedglenhoa.org/>.

ASSOCIATION COMPLAINT PROCEDURE

Association members, effective September 29, 2012, Pursuant to Chapter 29 of Title 55 of the Code of Virginia, the Board of Directors (Board) of the Wooded Glen Section I Homeowners Association has established a complaint procedure and complaint form for use by persons who wish to file written complaints with the Association regarding the action, inaction or decision by the governing board, managing agent or association inconsistent with applicable laws and regulations.

Additionally, the Department of Professional and Occupational Regulation has enacted a Common Interest Community Ombudsmen Regulation effective July 1, 2012. This regulation requires that associations set rules for receiving and considering complaints from members and other citizens. Specifically, the regulation (i) requires associations to establish written complaint procedures; (ii) requires the maintenance of association complaint records; (iii) sets time frames in which associations must complete certain actions; (iv) indicates the consequences for failure of an association to establish and utilize a complaint procedure; and (v) establishes procedures and forms for filing a notice of final adverse decision. The law that authorizes the Board to establish these regulations is found in Chapter 29 (§ 55-530) of Title 55 of the Code of Virginia.

Your Association has enacted a procedure compliant with legal and regulatory requirements. An information brief regarding the complaint procedure and complaint form will be presented at the **Association Annual Meeting**. Further information is available on the Wooded Glen Section I website.

WINTER HOME REMINDERS

A maintenance check carried out in the fall will have you better prepared for inclement weather this fall and winter. Here are some friendly reminders:

- replace any burnt out bulbs on the exterior lights
- trim tree branches and bushes off windows, siding, and lampposts
- trim branches and move border rocks at least 6-inches off sides of sidewalks
- inspect and clear rain gutters of leaves
- check for any loose or missing roof shingles or siding
- check/replace filters for heat pumps and furnaces

- check and clean air ducts and registers
- have fireplace chimneys inspected and cleaned
- check wooden decks/porches for loose nails and rotted wood
- help keep sidewalks safe by shoveling snow as soon as feasible

2011-2012 BOARD ACCOMPLISHMENTS

- Wooded Glen Avenue and Novak Woods Court repaved.
- Continued upkeep and maintenance of the front entrance with light and plants
- Land survey and corner post marking of our association's "Parcel G" common land.
- All assessments collected (56 homes, 9 pipestem)
- Clean audit of financial records by independent certified public accountant
- Wooded Glen Avenue successfully repaved
- Updated HOA website on monthly basis, set-up e-mail groups for BOD, ACC, GC, and general membership
- Processed all ACC requests promptly
- Hosted annual yard sale and picnic
- Continued upkeep of our common land on Wooded Glen Avenue

SUGGESTIONS

Have a suggestion for the HOA board? Things you like to recommend, something that's been nagging you, something that we could change? Something you are pleased about? Please call a board member or email and let us know. Here are some ideas we would like to receive some feedback:

- Should Wooded Glen Ave HOA have a Facebook page or other social media site? Is there any interest? Let us know what you think.
- Yard of the month during the spring and summer season with reward? Is there any interest?

WOODED GLEN HOMEOWNERS ASSOCIATION CONTACTS

Board of Directors: (area code 703)

President: Helmut Draxler, phone 913-1114
Vice President: David Samec, 455-0977
Treasurer: Al Graziano, 455-3447
Secretary: Roger Kang, 372-2823
At Large: Michael McCrory, 349-2010
e-mail: hoaboard@woodedglenhoa.org

Architectural Control Committee

Walt Zimmers, wzimmers@verizon.net
Gail Levenson, 451-8351
Beth Samec, 455-0977

Volunteers Wanted (contact Board)
e-mail: acc@woodedglenhoa.org

Grounds Committee

Walt Zimmers, wzimmers@verizon.net
Patrick McLean 455-3158

Volunteers Wanted (contact Board)
e-mail: grounds@woodedglenhoa.org



Happy Halloween!

Proxy for Meeting of the Wooded Glen Homeowners' Association

The annual meeting of the Wooded Glen, Section I Homeowners' Association, Inc (WGHOA) has been scheduled for November 9th, 2011, at 7:30 p.m. at the White Oaks Elementary School, , 6130 Shiplett Boulevard, Burke, Virginia 22015. Three Board members for two-year terms are to be elected, and other business may be transacted at the meeting.

If you are unable to attend, please sign and give this proxy to any one of the following board members:

PROXY: I hereby appoint the following persons, or any of them, as my proxy for this Annual HOA Meeting

President: Helmut Draxler, phone 913-1114, 9413 Wooded Glen Ave

Vice President: Dave Samec, 455-0977, 9401 Wooded Glen Ave

Treasurer: Al Graziano, 455-3447, 9442 Wooded Glen Ave

Secretary: Roger Kang, 372-2823, 9422 Wooded Glen Ave

Member at Large: Michael McCrory, 349-2010, 9418 Wooded Glen Ave

and I give him/her/them the following instructions (circle one):

To vote me "present" for quorum or Vote on matters of business being conducted

Date: _____

Signature: _____

Print Name: _____

Address: _____

Telephone Number: _____