

BARRISTER'S KEEPE (BK) HOMEOWNER'S ASSOCIATION (HOA), INC.

Minutes HOA Board Meeting

March 13, 2012

Fairfax High School, 3501 Rebel Run Fairfax, VA 22030

I. Opening of the meeting

The meeting was called to order at 7:00PM by the HOA President, Tom Burrell. Members present were Tom Burrell, David Herrington, Bob Petersen, and Frank McGann. Gordy Schnabel was absent.

Tom announced that Frank McGann has agreed to fill out the remaining 18 months of Vanora Hundley's term on the BK Board. She has left the Board to assume a teaching position in the UK. (Vanora's term would have expired in September 2013) David Herrington moved that the appointment be approved and Bob Petersen seconded the motion. It was approved unanimously.

Tom recognized Vanora Hundley for her excellent service to the Board.

Tom thanked David Herrington for the outstanding work in installing the new gate system along with the new brickwork at the fountain and entrance areas.

II. Approval of the minutes from the December 6, 2011 Board Meeting

Bob Petersen made a motion to approve the minutes of the December 6, 2011 Board Meeting. David Herrington seconded the motion and the motion was unanimously approved.

III. Old Business

a) Standards for Lamps, Garage Doors and Siding

Tom Burrell prefaced the discussion on the Standards with his concerns that the HOA needs better processes in place to deal with potential appeals by residents over covenant's issues. He related a personal example where his former HOA became involved in a complex, lengthy appeal issue with a homeowner. He will look to the Covenants Committee to work on steps for an appeals process.

b) Regarding the Standards for Lamps, Garage Doors and Siding, two residents expressed concerns over the lack of uniformity if garage doors both with and without glass windows are eventually approved.

Bob Petersen explained that Garages with windows were established at the June 2011 meeting. More questions were raised about uniformity.

A resident who reviewed minutes from the June 2011 meeting felt there was inconsistency in the language that weakened the defensibility of the proposed standard.

One resident requested more detail on the results of the Survey taken in 2011. He asked for the numbers on the individual standards.

Tom said that this would be made available.

David Herrington stated that the community already has 4 different types of brick and several models of homes which are a bit of a departure from uniformity.

Tom stated that the Board will go back to the statistics and revisit the proposed standards and bring the findings to the next Board Meeting.

One resident asked if the Board would get a real estate appraiser to determine the impact of the proposed garage door standard might have on the values of the homes in BK.

Tom reiterated that there are no new standards in place as of now. The Board is still working through this process.

IV. New Business

- a) Tom reviewed the need for a reserve study in 2012. The HOA is required to do one every five years. Three bids were received and reviewed by the Board and it is recommended that the Board accepts the bid from PM+ to do a Level II Update for \$2200. PM+ provided an excellent proposal with sample reports and quality references at a very competitive price.
- b) A motion to approve the selection of the PM+ Bid to do a Level II Update for \$2200 was made by David Herrington and seconded by Frank McGann. The motion was unanimously approved.
- c) Tom briefed the Board on his participation in meetings with the Regulatory Advisory Board regarding oversight of the Trans Montaigne tank farm. There are two new standards that must be met by the facility by 2012. Of the four firms within the tank farm, all but one are in compliance now.

V. Reports of Committees

- a) Finance Committee
Bob Petersen reported that the HOA is in good shape financially. The new gate system is paid for. There is \$32K in escrow and \$69K in the reserve account. Snow removal for 2011 was much less than budgeted for and the \$14K in savings will be added to the reserve account.
- b) Covenants Committee
Kate Crabtree reported that the annual walk-around will take place in late April or early May. She also reported that there was a generator installed at one home with approval, but the installation located the new generator at a spot other than the spot approved by the Covenants Committee.
- c) Communications Committee
Frank McGann reported that because of a change in computer systems there have been a few small problems in the BK Distribution List. These will be corrected within the next few days.
- d) Grounds Committee

Debbie Fulbrook reported that the committee met recently. They discussed the circle area by the fountain and wanted green replacements because flowers required more restrictions. The "Imprellis Issue" concerns a chemical used by CLS that caused damage and destruction of some trees on the Pickett Rd. street-side. BK filed a claim through CLS (it was a little-tested product at the time) and we are waiting and hoping for a cash reimbursement. The next tree-trimming will take place on March 26th. There was a discussion with CLS regarding flowers for the large island at the entrance area. They have decided that perennials are a better fit for that area than annuals. Deb asked Paul at CLS for a quote in solving the easement problem between the McMenemy and Fisher homes. The Grounds committee walk-around will take place in May. CLS completed the tree-trimming in the common areas and in the fronts of the homes in February. They did an excellent job.

e) Social Committee

Barbara Petersen reported that 30 neighbors attended the Holiday Social in December. She thanked the Burrells for hosting the party again. There will be a community yard sale in May. Socials by the fountain will occur in June and August. An ice cream social is planned for the September Annual HOA Meeting. The Oktoberfest will occur in late September. There will be a Holiday Party later in December.

VI. Other comments

Tom Burrell reported that with the enhanced islands at the entrance areas, the fire engines can get through. The City would like BK to install a system that would allow the gate to automatically open at the sound of emergency vehicle sirens. This is being considered .

One resident complained about speeding vehicles in the community especially on the south end as vehicles round the turn to go up the hill.

It was noted that the yellow curb paint is in poor shape.

Scott Crabtree reported that the drainage problem that was addressed by Frank McGann two years ago has needs to be looked at again. Perhaps we can get CLS to look at it. (This involves the area running between the homes from the Tajick backyard down to the Herrington's backyard)

With no other business, David Herrington moved to adjourn the meeting at 8:01PM. This was seconded by Bob Petersen and unanimously approved.

Minutes prepared by: Frank McGann – Recorder of the Minutes, BK HOA