



Quarterly HOA Meeting Agenda
June 7, 2020 2:00pm

- I. Meeting Call to Order: The electronic ZOOM meeting was called to order at 2:00pm by President David Herrington. Present were members President David Herrington, Vice President Frank McGann, Treasurer Aaron Fox, Member Brian Knapp, and Secretary Jim Meyer.
- II. Approval of Minutes: D Herrington asked if there were any additions or corrections to the March 10 BKC HOA Board. Hearing none, F. McGann made motion for approval, B Knapp seconded, and approved unanimously.
- III. Continuing Business:
 - A. Service Charge Assessment on delinquent HOA accounts: The HOA Board at their March 10 meeting approved a Service Charge Assessment on delinquent HOA accounts of \$25 per month. Gates-Hudson bills the HOA \$19 for each reminder letter they send. The board has requested that G/H add the \$19 fee to the delinquent account instead of the aforementioned \$25.
 - B. Metro Church Report: Board Member B. Knapp reported on the ongoing effort to develop the adjacent Metro Church property south of BK. The Fairfax City Planning Commission and Council meets in the near term to consider approval of the EYA plans. While there are some concerns about the concept, BK is on record as supporting the development as currently proposed.
- IV. New Business:
 - A. VP McGann recommended that the Board repurpose the unspent \$2000 budgeted for snow removal this year to add \$1000 to our Reserve Fund and \$1000 to our operations budget. motion to approve was made by Aaron Fox and seconded by Brian Knapp. Motion approved.
 - B. VP McGann moved to authorize the spending of \$2000 out of Reserve Funds to complete the Fountain/Lamps electrical project. The funds will be used to pay Staples Electric (electrical) and CLS (trenching and landscaping), seconded by J.Meyer. Motion approved.



V. Committee Reports:

A. Facilities: Two large projects that dominated Q2 were getting reliable electrical power to the Exit Gate and the Fountain/Lamp Posts. In each case, shorts in the underground power cables to both areas were the problems. Replacing them would have cost an estimated \$20K. These were infrastructure issues rather than normal repair/maintenance items.

Exit Gate Repair: Rather than contracting to replace the damaged underground power cable at an estimated price of \$10K, the committee used a great deal of committee labor and expertise (George Prattes, Tom Burrell and Shon Copeland). We were able to locate the short circuit and dig down to find it and repair it. In total, the repair was less than \$2000.

Fountain/Lamps Project: The problem here was the same as the Exit Gate problem---the underground power cabling failed in several places. In the end, we engaged Dominion Virginia Power and got them to agree to let us run a separate electric meter from their transformer box. New cabling will be installed in a trench running from the new electrical connection. Final work begins on Wednesday of this upcoming week. In the end the project will have cost less than \$4000. Thank you to George Prattes, Tom Burrell and Larry Machabee. These gentlemen hung in there for this long and challenging project. BK is extremely fortunate to have dedicated volunteers like them.

Metal Fence Painting Phase Two: The second and final phase of prepping and repainting the metal fencing around BK was completed. All of our fencing has been prepped and repainted. The cost of Phase Two was \$3200.

Seal Coating the Asphalt Roadway: Our asphalt contractor has recommended that we do a sealcoat of the roadway on September/October to maximize the life of the asphalt road. The estimated cost is \$6050. We are confirming with independent sources that this is needed. There appears to be a difference of opinion. More to come on this.

Entrance Area Pavers: Eventually, we will need to do something with the pavers in entrance area. This is an expensive item --- \$16.5K per the Reserve Study. The Board does not feel it is necessary to address in 2020 but will continue to monitor the issue.

B. Treasurer Aaron Fox reported Board concurrence to forego contract extension with the current HOA management company, Gates-Hudson, based upon poor performance. An active search will commence to replace management



of our HOA later this summer before the current contract expires in Dec 2020.

Treasurer Fox also announced his departure from the HOA as Treasurer. He will remain on the Finance committee. All thanked Aaron for his 5 plus years of excellent service to the HOA Board.

C. Covenants: Architectural Change. Since the last board meeting, we had a homeowner request to add house number signage to their exterior. Thanks to the committee for evaluating the request. Covenants denied the request. The homeowner appealed to the Board.

The Board asked Covenants to 'Certify' that architectural changes were done as submitted and approved. Covenants is finishing a compilation of requests for architectural change and plan to have a report this summer to the Board.

Parking. Last Board meeting Covenants reported that respect by homeowners for our visitor lots had greatly improved, especially in Lot 1. During these sad months of the COVID crisis, there has been an uptick of homeowners using the visitor lots to park overnight. The CC urges residents to use the visitor lots for the purposes outlined in our covenants. We all benefit with the community adhering to the rules.

Walkaround. Covenants conducted the walk around during May. We have noticed that homeowners have already begun to work on their homes, so when you get the results, there may be some items on your list that have already been corrected—thank you for that ;-). The sidewalk cleaning company did a good job, there was a noticeable difference and sidewalks are always a concern for a community of this age. During the Walkaround, several areas of the neighborhood were noted with poison ivy, both on homeowners and common property. We ask care be taken and the issue addressed quickly as this hazard spreads rapidly.

D. Social: Planned June 7 Picnic in the Park has been cancelled due to COVID19 concerns. Residents are welcome to join others at the Fountain on nice days for an impromptu gathering, any "scheduled" activity is canceled as well. While not a Social Committee sponsored event, the May 2 BKC Garage Sale has been postponed to hopefully be rescheduled for sometime this fall. The October 4 Oktoberfest remains a question mark as our primary concern is the safety and health of our neighbors..... we will address the possibility of this event as time marches forward. For the annual Winter Holiday Party, we will employ the same careful approach. Having said this, we would welcome hearing from anyone who might be willing to HOST this event at their home so that we



have secured a location should we be able to go ahead with the party.....
the scheduled date is December 6.

E. Grounds: April 2020, Grounds committee invited the Board to join in a meeting with Paul Gallahan of CLS to discuss community common area issues.

- Bare spots in grassy areas
- Currently some areas have been seeded, the others are a work in progress. Grounds committee will be notified when mulching will take place.
- Discussed mulching once per year, spring, instead of two times. The committee is costing out the savings.

Fountain Area. The fountain has been cleaned and painted. The planter around fountain has been enhanced by planting annual summer flowers around planter and by removing old junipers and 5 Nandina bushes. The Nandinas were transplanted in cul de sac 3

Owner Lot Maintenance by CLS: Grounds committee sent out a breakdown of CLS services on owner lots several months ago, however an update is planned. This is planned after a meeting with CLS to form a process by which there will be clarification as to timing, trimming and specific trees, shrubs. We want to eliminate the guess work overall.

Exit Gate Enhancement: Currently funds are not available to do work at the exit gate. However, the Grounds Committee has met with landscapers who have given ideas and costs for enhancement. Three or four options will be given to Board for their study soon.

Power Washing: Power Plus provided a professional job cleaning the common area cement. The aging cement's brightness came shining through.

VI. Adjourn Meeting: There being no further business, a motion was made to adjourn and seconded, the meeting was adjourned at approximately 2:45 pm. It was noted that there were 27 subscribers signed into the Zoom meeting.

Respectfully submitted,

Jim Meyer / HOA Board Secretary