



BKHOA Board Meeting
November 13, 2019 7:00pm

WT Woodson High School, 9525 Main Street, Fairfax, VA 22031
Room E207

Meeting Call to Order: The meeting was called to order at 7:00pm by President D. Herrington. Members present were Vice President F. McGann, Treasurer A. Fox, Member B. Knapp and Secretary J. Meyer.

Reading & Approval of Minutes: The reading of the annual September 10 meeting minutes was waived. J Meyer made a motion for approval of these minutes at the next annual meeting in September 2020. A Fox seconded and motion was approved unanimously. D Herrington noted that the annual minutes of the Sep 2019 meeting are posted to the HOA website.

I. Report of Board of Directors:

New Business: The following motions were presented to the Board:

Treasurer Aaron Fox moved to adopt the 2020 budget totaling \$86,800. The quarterly dues will be \$540/quarter. President D Herrington invited homeowner feedback on the 2020 budget and proposed dues increase. A few homeowners opposed the dues increase and suggested an assessment instead. One homeowner suggested more transparency from the Board on HOA spending. Another homeowner noted that efforts should be taken to strengthen the membership and deliberations of the Finance Committee. The President closed the discussion and the motion to approve the 2020 budget was unanimous.

1. Motion was made by A Fox to approve a maximum annual assessment of 10% over and above the regular HOA assessment (consistent with BK HOA governing documentation). B Knapp seconded and motion was approved unanimously.
2. Motion made by D Herrington to defer 10% annual maximum authorized assessment and allow its enactment to be subject to board discretion. B Knapp seconded and motion approved unanimously.
3. Motion made by A Fox to approve BKHOA's tax filing method to be "exempt method". J Meyer seconded and motion approved unanimously.
4. Motion made by A Fox to identify excess revenue funds for FY19 from the Operating Budget as retained earnings, which are eligible for transfer into the BKHOA managed Reserve Accounts. F McGann seconded and motion approved unanimously.
5. Motion made by D Herrington for future 2020 HOA meetings. The projected dates are 10 March, 9 June, 15 September, and 17 November. F McGann seconded and motion approved unanimously.



II. Committee reports:

A. Covenants: Chair A. Patenaude provided the following report: Parking. Covenants will put a note in newsletter. Some residents continue to use visitor parking for personal parking. Mostly south lot. Also, a reminder that all vehicles are to be removed from visitor parking during snowstorms.

Walk around results. Many of the issues noted in the 2019 walkaround are a result of the age of the community. Siding, driveways, decks, and sidewalks need to be cleaned more frequently. Wood is rotting and losing paint coverage. Vents are rusting. Ground is settling more --creating drops in sidewalks and driveways, and exposing unpainted foundations. A third of the neighborhood has replaced their roofs in the past year. Almost half the neighborhood has had to replace garage doors. For the most part, neighbors have responded positively and immediately taken needed steps to correct issues.

The committee identified six homes needing additional attention to ensure the homeowners could understand the discrepancies found and come up with a reasonable plan, satisfactory to the Board and Covenants. The committee was able to work with three of these homes and continues to do so. The committee is seeking communication with the others.

Walkaround results are followed by four steps: 1-homeowners correct issues or send written notice of timeline and actions to be taken. 2-covenants reviews notes from homeowners and checks on work done on all homes. 3-covenants sends quick note back to homeowners for modification or response. 4-covenants prepares statement to the Board recommending actions.

We still have another week while we wait for homeowners to send us their remediation plans. At that time, the committee will review the homeowner note and confirm the results. A note back will be sent to homes with remaining issues. Plan is to have report to the Board by early January. Two items still working: new tree policy and Architectural Change certification.

B. Facilities: Board VP F. McGann reports: Storm water detention facility cleanup (on ANCC property) At the September HOA meeting, the Board approved an amount not-to-exceed \$8500 for the cleanup. We were able to find a city approved contractor who actually completed the work for \$1530. The cleanup was inspected and approved by the City shortly thereafter. Thanks to Tom Burrell for his big help in getting this done at a big savings to the Community.

Metal Fence Painting: Metal fencing along Pickett Rd. north of the BK Entrance area plus all sign posts, bases of the lamp posts in the common area and the entrance and exit gates has been completed. The decision to split up the work between 2019 and 2020 was due to the fact that the poor condition of some sections required much more prepping, sanding and priming than originally thought. This would have exceeded the amount approved by the Board for the project. We elected to do approximately half of the work this year and get the balance done next year.



Gate Issues: My apologies for the delays in getting the exit gate to operate properly. I know it's a significant problem. At the end of September, we discovered that the high voltage underground electric cable has faulty insulation causing the circuit breakers to trip whenever moisture make contact with the exposed parts of the cable. We have spent a good deal of time trying to resolve this at a reasonable price and haven't yet been able to do that. To replace the underground cable would cost \$10,000. We are pursuing more cost-effective solutions and believe we are getting closer to resolving this. George Prattes from the facilities committee and Bob Petersen, who has a great deal of electrical experience, are helping us out with this. We will get it done but it is a complicated process. Our focus is on getting it done economically. In conjunction with this, we're exploring a battery backup system that will allow the exit gate to open in the event of a power outage.

Storm Water Control: The investments made this year for storm water control have reduced the flow of storm water in all but the heaviest rain storms. There is a bit of leakage just west of the fountain area. We believe this may be due to a damaged sprinkler head in the area. With the sprinkler system off now, we should be able to confirm this. Storm water control is an ongoing problem. We'll be working with this for some time.

New Asphalt Roadway, Sidewalks and Curbs: We're pleased with the work that was finished this year. The contractor went overboard to do it right for us at a very competitive price. In 2020, we will follow their advice to do a seal-coat to the year-old asphalt to help ensure maximum life of the roadway.

C. Finance: A Fox reports: There is no Finance Committee. A Foxx appealed for interested/willing volunteers to form this important functional committee.

D. Grounds: Chair M. Meyer reports the following for the Grounds Committee: our leaf collection will continue. A reminder that crepe myrtles will be pruned in February/March before they produce buds. We look forward maintaining our community grounds as well as planning enhancements. Three cul de sacs, or dead ends, of Barrister's Keepe Circle have been cleared of debris, tree pruning, dead tree removal, some plantings and mulching. More enhancement projects are planned for the future.

E. Social: Chair C. Prattes reported on the significant events completed and planned by the Social Committee. The Social Committee planned 3 events for the BK Community this year.

May 5 CINCO DE MAYO & CHILI COOKOFF: Attending residents were asked to bring a Mexican inspired dish OR participate in a Chili Cookoff. Three residents judged & awarded prizes to the 3 chili participants. The Social Committee provided soft drinks, beer, and margaritas for the event. 26 residents participated in the celebration Due to rain it was held at the Prattes home



September 28 OKTOBERFEST: 31 residents participated in the celebration. Residents were charged \$7.00 per person; the Social Committee provided all the food and beverages. Master chef, David Herrington, grilled the brats & dogs. The accompanying food drive collected 46 cans for the Prosperity Avenue Food Bank.

Dec. 1 - 9 TOYS FOR TOTS: A collection box for the Toys For Tots program will be available outside the Burrell & Prattes homes. Toys will then be delivered to Fire Station #3 for distribution.

December 8 WINTER HOLIDAY PARTY: The Schnabel's have once again offered their home to host the celebration. Residents are asked to RSVP by November 29 and designate whether they will bring a main entree, appetizer, or side dish. The Social Committee will provide all beverages. We hope to have a good turnout. Last year we had 33 residents attend.

III. Citizen Time:

VI. Adjournment: There being no further business, A. Fox moved to adjourn with the motion be seconded by J. Meyer, the meeting was adjourned at approximately 8:00 pm.

Respectfully submitted,

Jim Meyer/HOA Board Secretary