

Arrowood Homeowners' Association  
Board Meeting  
May 5, 2011

The meeting was called to order at 7:38 PM at the Buckhall Fire Department. The Board members met prior to the meeting and approved all members in their respective positions, as listed below.

**Attendees:**

Chris Spicer – President  
Karen Hatcher – Vice President  
Kathryn Scott – Secretary  
Aaron Gregory – Treasurer  
John Irvin – At Large/ARC  
Marci Looney – At Large  
David Milliken – At Large (excused himself during the community yard sale discussion)

There were no community members in attendance.

The meeting agenda was approved.

**Minutes:**

The March 10<sup>th</sup> minutes were read and approved. The April 7<sup>th</sup> minutes were read and approved, as amended.

**Finance Report:**

The reading of the finance report was deferred until the June meeting, as Chris and Aaron need to get files and information from Krista Miller. Arrangements need to be made to add Aaron and remove Krista's signature at the bank.

**Old Business:**

**1) Manassas Forge/Playground lighting – Update:**

- a) Since the April meeting when the Board voted and approved lighting in this area, Chris got a response from his emails to Carlos Montenegro, attorney for Liberia developer. Carlos has at least two, maybe three, extra lights (approximately \$2400 each) that they do not need and would be willing to let us have, as well as possibly helping with the installation. The Board would need to look at the lights to see if they are acceptable in our community.
- b) Chris was informed that two of the lights we plan to install would be in an area that is a Resource Protection Area (RPA). Exceptions are made, but an application and \$115.92 processing fee need to be submitted.

- c) Motion:
  - i) Karen made a motion for an application to be submitted with the \$115.92 processing fee to grant an exemption for lighting to be installed within the RPA.
  - ii) David seconded the motion.
  - iii) Vote:
    - (1) Ayes: Chris, Karen, Kathryn, Aaron, John, Marci, David
    - (2) Nays: None
    - (3) Abstain: None
    - (4) Action: Chris will submit the application and \$115 processing fee.
  - d) Chris has been in contact with a homeowner whose yard will be affected by the lighting installation. The homeowner is agreeable with the project but would like to clarify some concerns with the electrician.
  - e) The new lights (LED) at the front entrance should be on in the next day or two. We are waiting on NOVEC to flip the switch. The electrician is repairing the part of the sprinkler system that was damaged during the light installation.
- 2) **Traffic Survey – Update:** Two traffic surveys were conducted in our neighborhood this week:
  - a) Monday – Wednesday on Manassas Forge Drive in front of the playground
  - b) Wednesday – Friday (tomorrow) on Linden Wood near Lone Oak Road.Each survey covered a 48 hour period. In order for the survey to count, 600 cars had to pass thru the areas and be traveling an average of 30 MPH. The survey ends tomorrow at noon.
- 3) **Graffiti on Gazebo/picnic benches/playground:** Chris noticed there is graffiti on the gazebo posts, the benches, and some of the playground equipment. While some is more recent, some is from the major vandalism a couple of years ago that wasn't completely removed. The area needs to be repainted.
- 4) **Tree/brush clearing & removal – by Community Park:** Chris briefed on an email he had received from a homeowner who had taken the liberty to call the county concerning the debris in the playground area that collects in the stream. The county has some free services that we can take advantage of by making a phone call. David will follow-up with the county.
- 5) **VDOT Snow Removal damage/Delegate Involvement:** Chris plans to talk to our delegate, Bob Marshall to see if he can encourage VDOT to take quick action on the curb damage in our community. Delegate Marshall was very helpful in getting our traffic survey done.

## **New Business:**

- 1) **Discussion re: Recycling bins:**
  - a) Since the last meeting, Karen called AAA about larger recycling bins. She was told AAA can supply a 64 gallon wheeled cart with lid for recycling in place of the bins. If incorporated into our contract for all 253 homes, the cost would be \$.75/unit/month (an additional \$189.75/month or an additional \$2,277 per year.) We currently pay \$16.95/unit/month (\$4288.35/month or \$51,460.20/year), or the resident can rent the cart directly from AAA for \$3.00/month, payable yearly.

b) AAA dropped off a 64 gallon wheeled cart for Chris to see. Chris stated that the cart is quite large (almost the size of our trash containers) and may present a problem for homeowners to store. Karen will check with AAA to see if we can get a sample of their smaller size – 35 gallons.

2) **Community Yard Sale – May 14<sup>th</sup>:** The yard sale is from 8:00 AM – noon (rain or shine). A notice has been posted on the website for a couple of months. We have usually only posted our community signs and advertised in the local newspaper on Friday and Saturday (yard sale day) but this time plan to also put some signs on surrounding roads.

a) Motion:

i) Karen made a motion to spend up to \$40 to advertise the yard sale in the local newspaper (News and Messenger).

ii) Chris seconded the motion.

iii) Vote:

(1) Ayes: Chris, Karen, Kathryn, Aaron, John, Marci.

(2) Nays: None

(3) Abstain: None

(4) Absent: David

(5) Action: Kathryn will call the News and Messenger to have the ad put in the newspaper on Friday and Saturday.

3) **ARC violations/enforcement:** John plans to put together a committee to help with ARC violations/enforcement.

**ARC Report:** None

**Neighborhood Watch:** None

**Incoming Correspondence:** Marci gave Chris the mail.

**Community Time:** None

**Miscellaneous:** Discussion to cut costs - possibly foregoing a second mulching for \$1500 in the fall of the front community property and doing a 3<sup>rd</sup> storm water management area cutting, as the landscaping contract only calls for two cuts per year to that area.

The meeting was adjourned at 9:00 PM.

Respectfully submitted,

Kathryn Scott

Secretary