



MINUTES OF ARROWOOD HOME OWNERS ASSOCIATION
Meeting Date: July 10, 2013

Board Meeting - Wednesday July 10, 2013

Meeting was called to order at 7:03PM. Held at Buckhall VFD, Manassas, VA.
Quorum was established.

Officers Reporting:

Chris Spicer, President
Pamela Morris, Vice President

Board Members & Committee Reporting:

William Gee, Member At Large 1, ARC
Patricia Sisk, Member At Large 2

Members/Officers not in attendance:

Kathryn Scott, Secretary, Excused
Aaron Gregory, Treasury, Excused
John Irving, ARC, Excused

Approval of Minutes:

- **Motion:** To Make any Correction/Changes & Approve Meeting Minutes from June 12th 2013 Board Meeting
 - **Change # 1** to Meeting Minutes: Item #3 under ARC section, the wording "*Application*" Number 29838 should read "*Account*" Number 29838
 - **Change # 2** To Meeting Minutes: The following Statement on page 3 that reads, "*Homeowners can read them on the website*" will be changed to read "*Homeowners will able to read the Meeting Minutes once they have been approved as corrected, entered into the Association records and uploaded to the HOA Website*"
- **Vote:** Chris Spicer made a motion to approve the Meeting Minutes and Pamela Morris seconded the motion. The Vote was unanimous.
- **Resolved:** The meeting minutes of the June 12, 2013 was approved as corrected and entered into the Association records

Recognition of Richmond American Homes:

Representatives of Richmond American Homes were was present and they presented plans for a new residential development that would be located in the open fields right outside on the Arrowood community along Signal View Drive, Single Hill Road and next to Signal Hill Park.

The following were the highlights of the presentation:

- Development estimated to be completed around 2015-2016.
- A community of 190 Single Family Homes
- Home sizes: 2500 - 3300 SQ FT, Average square footage would be 2842
- Current market cost of homes will range from \$464k - \$634k, average \$550, if market goes down costs won't go down more than 10%. AVG \$192/Sq. Ft.
- 10 Comps from our community were compared: \$387K avg, 2079 Sq. Ft., 11,213K avg lot size, \$130/Sq Ft
- Larger Prime Lots will be located in front of the new community along Signal Hill Road and the smaller lots will be located in the back.
- There would be less than 4 units per acre
- Community would have connecting walking trails to Signal Hill Park and to Walmart
- They are performing a "Traffic Impact Analysis"
- One of our own homeowners present at the meeting requested for a possible sidewalk along Signal View Drive going to Signal Hill Park. Richmond Homes will take this request into consideration
- Chris Spicer requested for Richmond Homes to meet with our neighboring home communities, Evergreen Terrace and Rose Berry.
- Richmond Homes is currently developing, if not close to being completed in the following 5 communities in PWC:
 1. Hunters Ridges Estates
 2. Stonewall Manor, near RT 95
 3. Hope Hill Crossing
 4. The Meadows at Hope Hill Crossing
 5. Hastings Market Place

Architectural Committee Report:

- The board received 5 application and all were approved
- Board still in the process of reviewing and selecting several color samples charts to be part of our HOA ARC Guidelines.

Unfinished Business - Management Report:

- Monument Installation - Still no update from our contact - Tabled
- Entrance Sign for Community Double Sided Aluminum at a cost of \$68/sign or the plastic Sign Cost \$40. - Chris Spicer made a motion for the two of the Double Sided Aluminum at a cost of \$68/sign and Patty Sisk seconded the motion. The Vote was unanimous.
- Reserve Study still Tabled
- ARC Guidelines: Pages 33-75 were retyped into a WORD DOC By Jessica at SMC since we didn't have an electronic version.
 - still waiting a few more items to add to the ARC Guidelines then they will be reviewed by the Board and Community before finalization.
 - Website Revamp: No Word from our Homeowner Volunteer Developer. Pam offered to help with the updating of the Website so It can be current. Jessica will

email our Web Developer and CC in Pam so they can touch base and get this taken care of.

- New Dog Waste Station will be put up at the other end of the park in the next coming weeks.

New Business - Management Report

- Financial Statement from June: Looking good on operation account
- Chris Spicer wanted to know about the Semi annual dues: \$945 outstanding on dues for 2013 and \$1100 from 2012.
- 6% Late fees starts July 31st
- We have \$29,600 prepaid assessment
- \$4k surplus
- Board Task: Audit, Board to review it and approve at next meeting. We only have 60 days before fees are added.
- #6 Item D - SMC Maintenance and Janitorial rate increase on page 14
- McCormick Paint Palette finally merged but it was wrong and other colors were added and some colors were removed. We will need to get the correct colors in order to make it part of our community colors.
- Chain linked fence at the corner of Linden Wood and Manassas Forge has branches and vines growing on and around it and that should be cleared. Will have Premier to clear and clean that area up.
- Storm drain area will be cut once all is dry and the removal of all Beavers. We only have 2 cuts/year without being charged an extra charge, Jessica (SMC) will call them and get an update.
- A homeowner has put up Green Christmas Lights for the 4th of July holiday and lights are still up. If they are not down in another week a violation letter will be sent to the homeowner.
- Jessica (SMC) suggested to have homeowners who celebrates special holidays aside from the Traditional American Holidays that would require special outdoor decorations to submit a Calendar reflecting these special dates so we know not to send a violation notice unless they do not clear these decorations in a timely manner.

Adjournment:

Bill Gee made motion to adjourn the meeting to Executive Session at 8:13PM. Chris Spicer seconded the motion. Vote was unanimous.

- After reviewing the Executive list we decided there were no updates to report.
- Chris Spicer Made a motion to adjourn the meeting at 8:13PM. Bill Gee Second the motion, Vote was unanimous.

The next Board meeting will be at Bullhall on Wednesday August 7th at 7:00PM

Minutes Taken & Submitted By
Pamela Morris, Vice President