

**Minutes of 30 April, 2014 Meeting of the
Carriage Lawn at Barkley Board of Directors**

(Approved 12 June, 2014)

I. Meeting called to order at 6:35 pm.

II. Attendees:

- A. Gay Ashley, President
- B. Dave Armstrong, Vice President/Secretary
- C. G'Ann Zieger, Treasurer
- D. Mary Van Mullekom, Member-at-large
- E. Hiranya Maru, Member-at-large
- F. Brian Heisler, GHA Property Manager

III. The board voted unanimously to approve the minutes of the December 2nd, 2013 board meeting.

IV. Open Forum

Homeowner Mike Noonan addressed the board regarding the draft revision to the ARB design guidelines. He spoke about the importance of the guidelines for maintaining the appearance and resale values of homes in the community. His specific concern was that window fans diminish the appearance of homes in the community, and during his time on the board, the ARB had enforced a prohibition on these fans. He was concerned that the current revision permitted window-mounted fans if they were covered by the window's screen. He strongly encouraged the board to prohibit window fans entirely. The board discussed the topic at some length. Brian read an opinion from the HOA's law firm, Chadwick & Washington, confirming that window fans can be prohibited if so-designated in the HOA's design guidelines. Gay read comments from several homeowners regarding how they felt about permitting or prohibiting window fans. Hiranya expressed concern that he felt prohibiting window fans was intruding on the rights of individual homeowners for conditions inside their home.

V. Meeting Topics

A. Financials

Brian provided the GHA Financial Report and answered several board member questions.

B. Vote on ARB Design Guidelines

1. Two preliminary votes were taken regarding wording in the draft guidelines:

a. Window fans. The board voted to approve wording that would prohibit window-mounted fans and portable fans placed on window sills. Gay, Dave, G'Ann, and Mary voted in favor of this wording; Hiranya was opposed.

b. Privacy screens. The board voted unanimously to approve wording that would require ARB approval of all privacy screens and trellises and require that the design application demonstrate compliance with the Fairfax County zoning ordinance.

2. Gay discussed changes to the ARB design application which were included in the latest draft revision of the design guidelines as Appendix D.

3. The board voted to approve the revised ARB guidelines with an effective date of 15 June 2014. As one of the HOA's governing documents, a two-thirds vote of the board was required for approval. Gay, Dave, G'Ann, and Mary voted in favor of approval; Hiranya was opposed.

C. Community Inspection

During his community inspection, Brian noted that several homes had painted concrete steps and walkways and asked if this was permitted by the ARB guidelines. Dave indicated that the current guidelines are silent on the subject of painted concrete, but exterior changes do require an ARB design application, so it would appear that painted concrete would be permitted only by an approved ARB design application.

D. B.W. Smith Property Survey

1. Property Survey. Dave reviewed the survey results and identified several areas where Carriage Lawn is maintaining property owned by Fairfax County and the Barkley community.

2. Property Map. Dave proposed, and the board unanimously approved, expending up to \$300 to cover the cost of a poster-sized, laminated map of the community map for use at HOA meetings. The board agreed that this sort of visual aid would be particularly useful in planning and discussing the community lighting project. The board shall be held by the Secretary.

E. Community Lighting Project

The board discussed the PSE proposal for installing a total of seven street lights in three areas of the community. The board was encouraged by the cost and feasibility of the project, but agreed that the number and location of street lights needed to be expanded to cover more areas of the community. Funding options were discussed, including the use of Replacement Reserves and Operating Reserves. PSE identified a community in Vienna where similar lights are installed and the board agreed to visit the area to better assess how well these lights would meet our requirements. The board also agreed to meet with a PSE representative to discuss expansion of the project in greater detail.

F. Street Sweeping

The board voted unanimously to accept the CAS proposal for street sweeping.

G. Pavement Repairs

The board discussed pothole and other necessary roadway repairs, but deferred a decision until GHA could provide additional contractor proposals.

H. Community Cleanup

The board was pleased with the community cleanup services provided by Premier Cleaning, but decided to continue to use them on an "as-needed" basis rather than a regular schedule.

I. Revised Bylaws

Dave stated he was working on a revision to the community's Bylaws. He indicated he would be sending out a marked up version of the current Bylaws with "track changes" enabled so all board members could provide edits and comments.

J. Fairfax County Neighborhood Enhancement Partnership Program (NEPP)

Gay reported that again this year the NEPP is actively seeking proposals for the FY 2015 funding cycle. The NEPP funding opportunity is a County of Fairfax competitive application process to enhance the quality of life in neighborhoods by supporting projects and initiatives that assist in achieving the county's vision elements. A total of \$100,000 is available in Fiscal Year 2015 for the NEPP. Through a competitive process, awards up to \$5,000 will be made on a one-time basis to selected projects. The Application and proposals are due by Tuesday, June 17, 2014 at 11:00 AM. Gay suggested that the lighting project within our community might be a candidate for such a proposal, and a cost-savings for our community if approved.

VI. Meeting was adjourned at 8:40 pm.