

Carriage Lawn at Barkley HOA, Inc.
Board of Directors Meeting
DRAFT Minutes
November 11, 2020

I. Meeting Start Time:

Meeting called to order at 1:01 pm.

II. Attendees:

Board members in Attendance:

Zaki Horany, President
Mary VanMullekom, Vice President
Lisa Colten, Secretary
Jim Ryan, Treasurer
Chris Casey, Member-at-Large

Brian Heisler from GMA was also in attendance.

We conducted this meeting via Zoom video call due to COVID-19.

III. Membership Forum:

No residents in attendance. Previous issue identified by a resident has been resolved, as she has moved out of community.

IV. Review of Minutes from Previous Meetings: The August 27, 2020 BOD Minutes were reviewed and discussed. They were moved, seconded and approved by all.

V. Management Report Update:

The Lighting project will be discussed under New and Unfinished Business categories below. Brian included the Operations Calendar/ Contract Analysis and Action Item List in the Management Report documents. No questions or discussion were needed. He reminded us that the Blade Runners contract is up at the end of the year- see below for further action. Additionally, the community Reserve Study needs to be updated in 2021. Both to be discussed in Executive Session section below.

VI. New and Unfinished Business:

A. 2020 Projects Discussion:

1. **Fitness Center Upgrade and Community Landscape Enhancements:** Will continue to be tabled until 2021 so we can focus on the other larger projects that are underway. A suggestion was made to consider turning the exercise area into a dog park. Thoughts included installing some kind of fence/removing or moving the existing equipment to other parts of the community. **(ACTION: Chris** to talk to those homeowners who live closer to this area and also to other residents to see if serious interest. If so, the Board will look at this in 2021).

- B. Community Lighting/New Street Light Installation Project:** This project was mostly completed in August, but some of the newer lights are still not operational. Additional work was completed since then with the final meter installation to occur this month. We identified some issues and Brian will report to both Dominion and Kolb. We agreed that we would withhold final payment until this work is done and issues are resolved. **(ACTION: Brian** to keep in touch with Kolb to ensure final issues are resolved; keep Board informed and then determine final steps as needed).

- C. Sidewalk Repair:** Contractor completed work first week in November. Did a very nice job.

- D. Visitor Curb Re-Painting:** This work was completed also to the Board's satisfaction. Will re-visit the house numbers/reserved re-painting part of this project to 2021 .

- E. Asphalt Trail Replacement and Royal Daulton Pathway:** We continue to review different proposals to try and resolve this issue, but there does not seem to be a good solution that seems to be a lasting solution and one that is not exorbitantly expensive. We brainstormed a few other ideas, but no final decision was made. This will most likely get pushed to 2021. **(ACTION: Brian** to go back to the two contractors that presented pricing/ ask our questions and receive new solutions to consider).

- F. Tot Lot/Playground:** We agreed that while we not actively encouraging homeowners to use the playground during the pandemic, we would put up a sign to say-" Use at your own risk". This was done in September . Discussion continued around power-washing and re-painting. We reviewed pricing, which then prompted other discussion re: root cause issues regarding overgrown trees or need to move some trees to allow for more sunlight . **(ACTION: Brian** to talk to arborist to gain perspective and get ideas for us to consider).

- G. 2021 Community Reserve Study Proposal:** An updated study needs to be conducted in 2021 . It was last done in 2016. Pricing was provided by vendor and represents a slight increase from 2016 price. Jim made a motion to accept price,

was seconded by Zaki and approved by all members for study to be done.

(ACTION: Brian to manage this process and keep Board apprised).

Management Section of meeting concluded at 1:33 PM . A motion was passed,seconded and approved to move to the Executive Session of the meeting.

VII. Executive Session

VIII. Open Session

Budget: The Board proposed a monthly increase of \$3 to \$95/month to accountfor some expected increases on other contractor expenses. A motion was made to accept this increase. Was seconded and approved by all board members to increase effective January 2021.

BladeRunners Contract Renewal: The current contract is up for renewal in December 2020 . Brian presented revised pricing based on our initial input from the August meeting. We liked what they presented to us and we agreed to see if they would accept a 5-year contract with the additions we want at the price we'd like(which supports the small increase in HOA fee for 2021). A motion was made to propose this to Blade Ru nner s. It was seconded and approved by all board members. **(ACTION: Brian** to present our proposal with BladeRunners and will advise of next steps).

Motion to adjourn the meeting: Was seconded and approved. Meeting was adjourned at 3:03PM. A next meeting date was not set.

Minutes Review and Approval

Respectfully Submitted by: Lisa A. Colten,

December 9, 2020

Reviewed by Board of Directors: March 8, 2021

Approved by Board of Directors: March 8, 2021