

HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS

January 18, 2023, MEETING MINUTES

Zoom Session (Virtual)

PRESENT: Silvia Merrill, Doug Pew, Jennie Kampf, Jennifer Rekas

ABSENT: Kristen Uhler-McKeown

TWC STAFF: Amanda Smith

I. PROCEDURAL ITEMS

- **CALL TO ORDER:** President Silvia Merrill, called the meeting to order at 7:32 PM and established that a quorum of the Board was present.
- **OPENING REMARKS:** None
- **APPROVAL OF MINUTES:** The Board approved HCA Meeting minutes with the following revisions

II. MEMBER FORUM

Carol Laird - 11508 Maple Ridge Rd

1. Draft of December Meeting had quotes for bamboo - how much? Ask that herbicide not be used.
 - a. *Response: Quotes need to be updated because they are dated/old. One cut/remove proposal is \$11K. Second proposal (Invasive Plant Control) ranges from cut/treat - \$25K, cut/treat/remove is \$58K. Invasive Plant Control uses environmentally friendly products. Decision has not been made on proposals or whether to seek more.*
2. What is being done to mitigate the noise from the townhouses?
 - a. *Response: Poss to discuss during his comments*
3. What is being done about shrubs for headlights?
 - a. November HCA meeting minutes - shrubs between townhouses were asked by HCA to be 54" high, in order to handle headlights 24-54". Reston DRB notes show mature shrubs between 3-6 ft high. What is the actual result?
 - b. *Response - Reston DRB specification of 3-6 ft is the specification for the contractor to meet.*

Michael Poss - 11557 Maple Ridge

1. December 28 letter to the residents that included HCA governing documents for review in preparation for the March member session to seek approval was not received by mail. Poss still seeking electronic copy of the documents.
 - a. *Response: TWC to email electronic document to Poss from lawyer.*
2. Still seeking confirmation of remediation of sound from construction contractor. Board decided not to pursue independent consultant on sound analysis and requirements specification.
 - a. *Response: HCA to responding with affected party statement/letter for HCA requirement for 70 decibels sound control from the contractor. Poss to prepare and submit with Merrill to Reston DRB. Next Reston DRB is at February 14, 2023. At least one HCA board member (Likely Pew and Merrill) will attend with Poss.*

III. **FINANCIAL REPORT REVIEW** - Approved Previous Month's Financials. 2022 finances were \$8K under budget due to delay of some maintenance items.

III. ACTION ITEMS

NEW BUSINESS

- **BLOCK 3 TRASH** - Uhler-McKeown
Republic was not picking up large trash, but items have since been removed. Also, some members put out trash on Wednesday night when trash is no longer.
Action: Board will monitor the state of block 3 trash to make sure.

- **BOARD COMPOSITION**
Two members (Vice President and Member-at-Large) have resigned. Board to continue with current members until May formal board member election.
Action: TWC to notify of election process and possibility of interim board member roles.

- **DRB Application** from 11502 Hickory Cluster - Rekas

ONGOING BUSINESS

- **RE-STRIPING** - TWC
The work was executed in Blocks 1, 2, and 3. There are some spots mislabeled as reserved, and some incomplete striping due to cars in the lot at the time of service. TWC provided written status regarding contractor. Finley provided estimate for completing Hickory Cluster (first date was not able to reach all spots due to cars). TWC to meet with Finley onsite to confirm spot markings and other items of once. Tentative date is January 30 for striping work, TBD which streets. Discussion about one section of Block 3 that seemed like a firelane but is not.
 - o Decision: Board approves Finley estimate for Hickory Cluster
 - o Action: TWC will send notices via email and mail to residents prior to the work being done and notify Jenny Rekas to publish on website.

- **COMMUNICATIONS WITH PROPERTY OWNERS** - Rekas
TWC has profile per member with email addresses. Broadcast emails are sent out periodically by TWC. Board want to allow members to self-subscribe and manage own email participation. The Board again endorsed the setup of an email listserv to facilitate communications with property owners, in addition to the website and occasional mailings. The intent is to initiate a system to do so in the new year, and it would be used. Longer term - decide whether email should become the primary means of communication.
 - o Action: As per previous meetings, Jenny Rekas to look at free options and mechanisms for implementation for board to consider.

- **LOUVERS IN BLOCK 3** - Merrill
TWC reports louver maintenance work to be completed in first week of March.

- **RETAINING WALL STATUS** - TWC
TWC provided a written status report to the Board that TWC is awaiting quotes from vendors to do the retaining wall in Block 2. Board noted that remedying the issue is priority.

- Action: TWC seeking proposals, will have by next board meeting.
- INVASIVE PLANT REMOVAL QUOTES - TWC
Board agrees that this continues to be high priority. TWC provided a written update that we have two quotes, one from Invasive Plant Control and the other from Level Green.
 - Action: TWC will get one more quote prior to review.
- STORAGE DOORS IN BLOCK 3 - Kampf
Noting that this matter has been ongoing the Board recommended a pause on looking at full replacement of custom doors, and instead focus on a significantly lower cost alternative by painting and sanding the current doors. The Board agreed that door replacement is not a high priority.
 - Action: Jennie Kampf to assess cost for scraping, sanding, and painting and report back to the Board.

IV. COMMITTEE REPORTS:

1. Landscape Committee - Has not convened recently due to winter season.
2. Playground Committee - No report, this is lower priority. Requested TWC provide safety guidance/requirements for insurance coverage.
3. Electric Vehicle Committee - Fairfax ChargeUp to work with HOAs for data collection on anticipated demand/usage.

V. EXECUTIVE SESSION

Members should send TWC completed (signed) Reston DRB applications to TWC.

VI. ADJOURN

The meeting adjourned 9.16 p.m.

Next meeting scheduled for February 15, 2023, at 7:30 PM on Zoom.

//ENDS