

HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS
May 17, 2023, MEETING MINUTES
Zoom Session (Virtual)

DIRECTORS PRESENT: Doug Pew, Jennie Kampf, Jennifer Rekas, Kristen Uhler-McKeown, Silvia Merrill

DIRECTORS ABSENT: None

TWC STAFF: Not present

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 April 2023 Meeting minutes with some minor revisions.

III. MEMBER FORUM

Sarah Teagle - 11516 Hickory Cluster

- Wanted to follow-up on AirBnB issue, asked Amanda what the policy is for requesting approval, had not heard back.

Carol Laird - 11508 Maple Ridge Rd

- Renewed request for removal of trash behind 11501 Maple Ridge and North Shore/Maple Ridge
- Block 2 - Bamboo removal neighbor wasn't notified.

Michael Poss - 11557 Maple Ridge Road

- Fellowship House Townhomes
DRB in last full meeting gave final approval to their design. The decision did not mention the HVAC noise and remediation. The project manager, Greg Russ, was contacted and seems to still be pursuing a remediation option. Member suggested to Russ that an enclosure might reduce noise better. Contractor is considering. Suggest that Board agree to this solution, should we receive it from contractor.

IV. FINANCIAL REPORT REVIEW -

Discussion about how to cover overbudget line item for legal fees. Discussion about reserve fee funding vs goodwill funding as sources of funds, etc.

ACTION: Pew to go over budget with TWC to get clarification on questions board has, but also show what is spent vs planned vs available.

Board approved April financial reviews.

V. ACTION ITEMS

NEW BUSINESS

- **HLSC PERFORMANCE PROBLEMS - Board**

Contractor again missed the areas behind the row houses. They did fix the latest miss. Board will likely select a different vendor next year.

- **TWC REQUEST FOR STAFF TO ATTEND BOARD MEETING - TWC**
TWC Yolanda Saing attendance at HCA Annual Meeting requested to help out.
DECISION: Board approves TWC Yolanda attendance at HCA board meeting for \$150.
- **RETAINING WALL STATUS - TWC**
DECISION: Board approved \$2K for FEA analysis for additional retaining wall scope analysis.
- **CD INVESTMENT RENEWAL - Pew**
TWC provided options for a CD that is coming up for renewal. Pew recommend the Eagle 12 month at 4.5%.
DECISION: Board selected Eagle 12 month at 4.5%
- **MAILINGS MISTAKES - Board**
ACTION: TWC: Who pays for re-mailing when mistakes are made such by TWC?
- **BLOCK 2 POWERWASHING REQUEST**
Some of Block 2 has black spots (that can be slippery), request to powerwash them.
ACTION: TWC to seek bids for powerwashing for board to review

ONGOING BUSINESS

- **SHORT-TERM RENTAL APPROVAL - TBD**
 - Board consulting legal counsel on options.
- **RE-STRIPING - TWC/Rekas**
Two spots were mismarked in Hickory Cluster Block 3 back loop, will be corrected by the board.
- **BAMBOO REMOVAL - Board**
Some bamboo has been removed from Block 2, doesn't seem to be "flush cut", nor even complete for segments of Block 2. It seems that the contractor scope is not for all blocks. Board reviewed scope of proposals and has questions about what the scope of Level Green is.
ACTION: TWC to clarify the state and understood scope w/Level Green
ACTION: TWC to get timeline for bamboo removal for contractors
ACTION: TWC to confirm bamboo removal was correctly completed for the portions claimed done to date
ACTION: TWC - Clarify with invasive plant control for what is sufficient cutting for their treatment to be effective
- **CHARGE UP FAIRFAX AND HCA EVCS - Rekas**
HCA was not selected for participation in the pilot initiative. We can re-apply when they expand the effort later. Reston neighborhoods selected to participate include: Inlet Cluster and Nantucket. Pending completion of a construction project and additional funding, Harpers Square Cluster will also join the pilot.

- **DREDGING THE POND - PEW**
Board signed agreement with RA for the project. RA is in the process of getting permits from VDOT in the mean time, could take 2-8 weeks. Waiting on RA notice of start of project.
- **Maple Ridge/North Shore Cleanup - Laird**
Request from Laird: There are dead limbs, etc. there.
ACTION: Laird to send request to TWC to address
- **Debris behind 11501 Maple Ridge needs cleanup - NOT ADDRESSED**
ACTION: Laird to send request to TWC to address
- **LAKE ANNE FELLOWSHIP TOWN HOME CONSTRUCTION - Poss/Merrill**
See discussion during member comments
- **APRON CONCRETE GRINDING - PEW**
Pew reviewed the options and costs for remediation of trip hazards. At this moment, recommended using Precision Safe vendor with their bid (with aprons) and then using Dominion Paving for the remaining 266 sq ft that Precision Safe wouldn't demolish/replace. Tree underneath one apron is causing trip hazard in one area, but the cost of periodic grinding (several years between need events) seems worth the retention of the tree. Need more information from the vendors that demolish.

DECISION: Board decided to pursue Precision Safe for grinding (retain tree) + Dominion Paving for the 266 sq ft demolish, as long as the total cost is less than \$26K, Precision Safe is covering the aprons, and Dominion would agree to just do the 266 sq ft.
- **DIGGING BY RELAC NEAR POND - TWC**
RELAC was doing some maintenance work near pond and dug up the ground near the bridge.
ACTION: TWC to contact RELAC to confirm they plan to replace grass on the backfilled dirt area.
- **STORAGE DOORS IN BLOCK 3 - Kampf - NOT DISCUSSED**
- **ARBORIST TO DO WALKTHROUGH TREE STATE - OWNER TBD**
Including exposed trees from bamboo removal
- **SPRING CLEANING EVENT - TBD**
Need to provide guidelines on what intent of items suitable for common area are. Discuss in June.
- **BLOCK 3 ISLAND LANDSCAPING - ROGERSON**
Quote approved did not include the area in Block 3 loop in front of electric equipment wall.
Action: TWC to initiate execution of Block 3 landscaping with contractor.
- **SOIL EROSION in BLOCK 3 - OWNER TBD - NOT DISCUSSED**
- **COMMUNICATIONS WITH PROPERTY OWNERS - UHLER-MCKEOWN - NOT DISCUSSED**
- **BLOCK 2 STREET LIGHT IS OUT - TWC - NOT DISCUSSED**

- **BYLAWS UPDATE VOTE - Board - NOT DISCUSSED**

- **ANNUAL MEETING PLANNING - Board/TWC**
Reviewed draft brief for the annual meeting
Action: TWC to confirm with Lake Anne Community Center that the monitors are working (and pay whatever fees for usage).
Action: Rekas to test displaying brief at gallery, if necessary.

- **DOG BARKING AND REFUSE COMPLAINT**
Neighbors resolved amicably

IV. COMMITTEE REPORTS - NOT COVERED IN DETAIL THIS SESSION

1. Landscape Committee - Covered in above notes
2. Playground Committee
3. Electric Vehicle Committee - Covered in above notes

V. EXECUTIVE SESSION

VI. ADJOURN

The meeting adjourned 9:30 p.m.

Next board meeting scheduled for June 21, 2023, at 7:30 PM on Zoom.

//ENDS