

## HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS

June 21, 2023, MEETING MINUTES

Rose Gallery Lake Anne Community Center

**DIRECTORS PRESENT:** Jennie Kampf, Jennifer Rekas, Katheryn Fay, Daniel Cassidy

**DIRECTORS ABSENT:** Silvia Merrill, Kristen Uhler-McKeown, Doug Pew

**TWC STAFF:** Not present

### I. PROCEDURAL ITEMS

- **CALL TO ORDER:** Secretary Jennifer Rekas called the meeting to order at 7:30 PM and established that a quorum of the Board was present.
- **OPENING REMARKS:** None
- **APPROVAL OF MINUTES:** The Board approved HCA May 2023 Meeting minutes with some minor revisions.

### II. MEMBER FORUM

**Carol Laird - 11508 Maple Ridge**

**11509 and 11513** questions about power washing. Gathering bids, included specific request.

**Michael Poss - 11517 Maple Ridge**

- Suggests issuing power washing in the Spring. Consider the stairs, as leaf drop from the Fall is a contributor to the stair deposits. Please look at trees that have vines strangling them. They are pervasive across the cluster and neighborhoods in common area trees.

### III. FINANCIAL REPORT REVIEW

Will review June during next meeting as did not receive updated financials prior to June meeting.

### IV. ACTION ITEMS

#### NEW BUSINESS

- **TREE TRIMMING NEAR 11527**
  - o Board reviewed the HLS quote and approved moving forward with the work
  - o ACTION: TWC - seek execution of the tree trimming
- **DECK COLOR PALETTE CHANGE**
  - RA design advisor provided candidate deck color change in a draft DRB application based on a recent resale situation
  - Board would like to see pictures, gather more information from DRB, what are implications should the board approve the draft DRB application provided by RA advisor? Does this change the design standard for more than just the Hickory Cluster neighborhood?
  - ACTION STEP: Gather pictures and more information from Cat and what are other options.

## ONGOING BUSINESS

- **BLOCK 2 POWER WASHING REQUEST - Kampf**  
Some of Block 2 has black spots (that can be slippery), request to powerwash them.  
ACTION: TWC to seek bids for power washing for board to review, JK to follow up
  
- **SHORT-TERM RENTAL APPROVAL**  
Legal counsel consulted. Proposal is to adopt a resolution that requires owners to comply with Fairfax County's short-term rental requirements, etc. See resolution drafted by legal counsel for board to consider adopting.
  - Board reviewed a proposal from an attorney to create a resolution addressing short term rentals.
  - ACTION STEP: Board will review the resolution and then decide next month.
  - ACTION STEP: TWC: Please confirm with legal counsel if a resolution must be approved through membership or if the board can decide alone.
  
- **RE-STRIPING - TWC/Rekas**  
Two spots that were mismarked in Hickory Cluster Block 3 back loop have been corrected. This is DONE.
  
- **DRB FLIPBOOK UPDATE - Fay**  
See notes from Uhler-McKeown on what needs to change.  
ACTION: Kathryn to confirm with Sherwin Williams if they are able to create the yellow paint color. Then summarize the changes to submit to Cluster Flipbook.
  
- **BAMBOO REMOVAL - Board**  
TWC followed up and has an updated estimate but scope still appears incomplete.  
Board will not pursue a temporary fence.  
ACTION: Pew to review and follow up with changes to ensure the scope includes all the work that is needed.
  
- **DREDGING THE POND - Pew**  
Dredging to occur June 26-30, announcement posted to website. Questions about the impact following the dredging and if environmental assessment was conducted about impact to nature life (this is not HCA responsibility). No actions at this time.
  
- **Maple Ridge/North Shore Cleanup - TWC**  
Did not get status from TWC  
ACTION: TWC - please provide status
  
- **Debris behind 11501 Maple Ridge needs cleanup - Merrill/Kampf**  
Have an estimate for removal of firewood. Board agrees to cover the cost, but does not approve the current bid.  
ACTION: Merrill to follow up with RA to make sure they continue to address what is the owner's responsibility. There are still stucco appearance problems.  
ACTION: Kampf to seek out lower bids for the wood removal.

- **LAKE ANNE FELLOWSHIP TOWN HOME CONSTRUCTION - Poss/Merrill**  
No report
- **APRON CONCRETE GRINDING - PEW**  
Got a new estimate from Precision for a changed grinding scope.  
ACTION: Doug to review and share with the board to discuss the next meeting. Does this new bid meet the criteria the board set forth in May 2023 board meeting?
- **DIGGING BY RELAC NEAR POND - TWC**  
RELAC was doing some maintenance work near pond and dug up the ground near the bridge.  
The area is still in poor condition and needs to be addressed.  
ACTION: TWC to follow up again to ensure RELAC is reseeding and fixing.
- **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 the intent of items suitable for common area are. Discuss in June.  
ACTION: Follow up with Audrey and Doug as to what activities to add to clean up list.
- **BLOCK 3 ISLAND LANDSCAPING**  
Approved 3 months ago and no work has begun.  
ACTION: TWC to report: What is the status of execution? When will it happen?
- **BLOCK 2 - Pile of mulch/tree stump across from 11595 Maple Ridge**  
A few years ago a tree was cut and the stump was covered with mulch and has become a tripping hazard.  
ACTION: Board to look at and then propose next steps.
- **SOIL EROSION in BLOCK 3 - OWNER TBD**  
This is likely related to the problem with the trench drainage.  
ACTION: Review past studies completed regarding this change and follow up.
- **COMMUNICATIONS WITH PROPERTY OWNERS - UHLER-MCKEOWN**  
No updates.
- **BLOCK 2 STREET LIGHT IS OUT - TWC**
  - o Power Systems Electric (PSE) Results:
  - o 11543 Maple Ridge Road (light located behind address) - Replaced lamp
  - o 11501 Hickory Cluster (light located adjacent to address in parking lot) - Replaced lamp
  - o 11500 Hickory Cluster (pole light located in front of address) - Pole has no power we will have to return to further troubleshoot

- o Maple Ridge Road (Two pole lights) - Out -Replaced lamp
- o Maple Ridge Road (Three lights) - Replaced lamp
- o Maple Ridge Road (one light) - Needs to be replaced
- o Maple Ridge Road (four Christmas tree lights) - Pole has no power we will have to return to further troubleshoot

ACTION: Follow up regarding the cleaning/ piece once electricity/lamp are fixed. Michael Poss has the light covers from the garage lights/block 3, if needed.

**CAPSTONE PALLET STORAGE IN BLOCK 3 - TBD**

ACTION: Follow up about options of moving, organizing better. Look into if can push back and hide with landscaping.

**ANNUAL FEA RESERVE STUDY - BOARD**

Study is ongoing and will be completed soon. This will inform the board on what to prioritize for this year.

**UPDATE HCA DESIGN STANDARD FOR DECK/FENCE WOOD OPTIONS - Cassidy**

ACTION: Cassidy to identify updated options and craft DRB application for submission to RA for approval.

**V. COMMITTEE REPORTS - NOT COVERED**

1. Landscape Committee
2. Playground Committee
3. Electric Vehicle Committee

**VI. EXECUTIVE SESSION**

**VII. ADJOURN**

The meeting adjourned 8:39 p.m.

Next board meeting scheduled for July 19, 2023, at 7:30 PM on Zoom.

//ENDS