

## HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS

July 19, 2023, MEETING MINUTES

Virtual

**DIRECTORS PRESENT:** Jennie Kampf, Jennifer Rekas, Kathryn Fay, Daniel Cassidy, Silvia Merrill, Doug Pew

**DIRECTORS ABSENT:** None

**TWC STAFF:** Amanda Smith

### I. PROCEDURAL ITEMS

- **CALL TO ORDER:** President Silvia Merrill called the meeting to order at 7:33 PM and established that a quorum of the Board was present.
- **OPENING REMARKS:** None
- **APPROVAL OF MINUTES:** The Board approved HCA June 2023 Meeting minutes with some minor revisions.

### III. Hearing: HCA Leasing Resolution

#### Comments:

1. 11539 Maple Ridge - Is the board of going to take up the issue of is there a cap on the % of rentals in the neighborhood, e.g. a minimum standard occupied in the community
2. 11534 Hickory Cluster - This applies to long term rental also? Ans. Yes. Response: OK. Think it's good.
3. 11575 Maple Ridge - Question about how to deal with violations. Ans. Resolution points to HCA Bylaws and higher order governance of working violations.
4. 11544 Hickory Cluster - Concern about parking and violation of the parking.
5. 11515 Maple Ridge - Surprised that nobody knows how many units or rentals there are in the neighborhood. What if there's a party? - Can we call the police? Ans. Certainly allowed to call the police.
6. 11508 Maple Ridge - When does the landlord have to do these items? Ans. - Short term has to get a permit. Long- and short-term has to provide data required within 10 days of a lease ratification.
7. 11501 Hickory Cluster - How are we dealing with landlords who aren't taking care of the outside of their homes. Ans. There is a separate process for dealing with such problems.
8. 11549 Maple Ridge - Why do we have the not more than 60 nights? Ans. This comes from the Fairfax County Ordinance. What if we were leasing to a relative? Ans. If there is a formal lease, this applies..
9. 11597 Maple Ridge - Background checks for VRBO, AirBnB - is there any vetting that we can require? Ans. Suspect not.
10. 11557 Maple Ridge - Some formatting notes: Indicate General or Special Resolution instead of whatever the title is at the top; Add voting Voting Record to end. Clarify offstreet = Maple Ridge or Hickory Cluster parking.

### IV. MEMBER FORUM

1. 11575 Maple Ridge - What will happen to 11501 cleanup? Ans. This will be discussed later tonight.
2. 11544 Hickory Cluster:
  - a. Crape Myrtles - could consult for any trees touching the house? Having an issue with yellow jackets and ants. Pest mgt company indicated that trees touching can raise risk of that. Ans. Semi-annual tree proposal likely covers this set of trees. Will check.
  - b. Stagnant pools of water on roofs that are adjacent. Can board do anything about that? Ans. No. Suggest notifying neighbors of issue. Also leaf drop in Fall can cause clogged roof drains, is a maintenance issue to be aware.
3. 11534 Hickory Cluster - Neighbor house had tree on owner property cause roof to cave from water. Ans. Perhaps send a formal letter from HCA.

#### IV. FINANCIAL REPORT REVIEW

#### V. ACTION ITEMS

##### Officer Appointments by the board:

President - Silvia Merrill

Vice President - Daniel Cassidy

Treasurer - Jenny Kampf

Secretary - Jennifer Rekas

Former Treasurer Doug Pew stepping down from board, as he is putting his home on the market

#### NEW BUSINESS

- **RELAC Issues - TBD - NOT DISCUSSED IN DEPTH**
  - o Outage June 30 - ?
  - o Trickling water (suspect from RELAC)
- **Request for sweetgum tree removal 11523 Maple Ridge - TWC**  
 Large sweetgum tree that is in the small rectangular side yard adjacent to 11523 Maple Ridge Road. The yard is bounded on two sides by the brick exterior or 11523 on a long side and 11521 on a short. The third (long) side is a retaining wall along a broad concrete stairway between 11517 and 11521. The fourth (short) side is at the same level as the plaza.  
 This was reviewed by arborist with some trimming recommendations.
- **Goodman Symposium - TBD - NOT DISCUSSED**  
 Goodman Symposium on the weekend of Sept. 13-15, 2024. We will discuss this at one of our meetings to see how Hickory Cluster can participate, and if any members would be interested in opening their homes for this event.
- **Complaint about 11509 Hickory Cluster - TBD - NOT DISCUSSED**

#### ONGOING BUSINESS

- **Leasing Resolution - REKAS**  
 Hearing held 7/19/2023 via virtual call. Several questions and comments discussed.
- **BAMBOO REMOVAL - FAY**

Discussion around bamboo treatment options. Prefer to have one contractor do both cutting and treatment now. Board still prefers to pursue the long term option of eradication over short-term, but multiple actions over the years. Level Green indicated they would come back to cut again, but board is not interested in this option, as they did not perform well the first time.

Some of land adjacent to Baron Cameron owned by either Fairfax County or VDOT has bamboo - want to ensure they deal with that at the same time as HCA.

**ACTION:** Fay to define more detailed RFP to seek new bids.

- **ARBORIST TO DO WALKTHROUGH TREE STATE - REKAS**

11502 Maple Ridge

11597 Maple Ridge

Sweetgum 11523 on a long side and 11521 Maple Ridge

Including exposed trees from bamboo removal along Baron Cameron

Received proposal with recommended tree trimming, treatment, or removal.

**ACTION:** Board to submit DRB Application for tree removal for major trees of concern.

**ACTION:** HCA to contact Reston Association arborist to orient him on situation with large trees near home, to try to smooth tree removal approvals.

**ACTION:** TWC to seek another bid for what Titan proposes, for price comparison

- **APRON CONCRETE GRINDING - REKAS**

Got a new estimate from Precision for a changed grinding scope.

Precision Safe will not cover the 266 sq ft of demolition. Updated estimate raises price significantly. Have two options for trip hazards now: Dominion and Finley. Grinding is a preferable way of handling it. Precision may be a viable vendor still (they estimated ALL aprons, which were not all needed).

**DECISION:** Board to photo/enumerate all areas that need work. Review RFP for HCA needs before awarding.

**ACTION:** Pew to walk Fay and Rekas through sites.

- **UPDATE HCA DESIGN STANDARD FOR DECK/FENCE WOOD OPTIONS - CASSIDY - NOT DISCUSSED**

- **DECK COLOR PALETTE CHANGE - REKAS - NOT DISCUSSED**

- o RA design advisor provided candidate deck color change in a draft DRB application based on a recent resale situation.
- o HCA Resolution is not required - once DRB application signed by 3 board members is approved, DRB Flipbook is updated to reflect the change
- o Board reviewed photo of example board colors

- **DRB FLIPBOOK UPDATE - FAY - NOT DISCUSSED**

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.

- **Maple Ridge/North Shore Cleanup - TWC**

Received quote for cleanup

**DECISION:** Board approved bid for debris removal.

**ACTION:** TWC to pursue work.

- **Debris behind 11501 Maple Ridge needs cleanup - Merrill/Kampf - NOT DISCUSSED**  
Have an estimate for removal of firewood. Board agrees to cover the cost, but does not approve the current bid.  
Stucco work is in progress  
**ACTION:** Kampf to seek out lower bids for the wood removal.
- **DIGGING BY RELAC NEAR POND - TWC - NOT DISCUSSED**  
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.
- **BLOCK 2 - Pile of mulch/tree stump across from 11591 Maple Ridge**  
This is not a stump, but a pile of dirt and mulch. No action needed.
- **BLOCK 2 POWER WASHING REQUEST - TWC (Kampf)**  
Some of Block 2 has black spots (that can be slippery), request to powerwash them. TWC has received a bid for Block 2 only. Board wants to get new bids for the entire neighborhood.  
**DECISION:** TWC to get bids for all three blocks for twice a year (Fall and Spring) in a standing rotation. This rotation will start in the Fall.  
**ACTION:** TWC Seeks bids for bi-annual powerwashing

#### WAITING STATUS

- **BLOCK 3 ISLAND LANDSCAPING - TWC**  
Approved 3 months ago and no work has begun.  
**ACTION:** TWC to report: What is the status of execution? When will it happen?
- **TREE TRIMMING NEAR 11527 - TWC**  
Board reviewed the HLS quote and approved moving forward with the work  
**ACTION:** TWC - seek execution of the tree trimming
- **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.
- **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.

**WAITING ACTION**

- **HCA ByLaws Next Steps - TBD**  
Did HCA legal counsel receive any specific concerns from members as two indicated they would send in June 2023 board meeting?  
Ans. No
- **STORAGE DOORS IN BLOCK 3 - Kampf**
- **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.
- **SOIL EROSION in BLOCK 3 - TBD**  
This is likely related to the problem with the trench drainage.  
**ACTION:** Review past studies completed regarding this change and follow up.
- **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.

**IV. COMMITTEE REPORTS - NOT COVERED**

1. Landscape Committee
2. Playground Committee
3. Electric Vehicle Committee - None

**V. EXECUTIVE SESSION**

**VI. ADJOURN**

The meeting adjourned 10:02 p.m.  
Next board meeting scheduled for September 20, 2023, at 7:30 PM on Zoom.

//ENDS