

**HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS
APRIL 8, 2026 SPECIAL MEETING MINUTES**

1. CALL TO ORDER & QUORUM
 - a. Director Jeff Ashley, VP Kathryn Fay, Secretary Carol Laird, Director Pete Sohn, and President Michael Poss formed a quorum online via Google Meet.
 - b. President Poss called the meeting to order at 7:35 p.m.
2. MEMBER FORUM
 - a. 11533 MAPLE RIDGE: Member commented that November 2024 HCA Exterior HVAC Equipment cluster standards allow common area installation easements; recommended that standards and easement text should not be parts of a single document
3. HVAC APPLICATION BY ADJACENT CLUSTER:
 - a. President Poss attended a November 18, 2025 Full DRB draft application discussion during which Vantage Hill Condo Association proposed up to 16 exterior 60-70 dBA Durastar and Rheem HVAC units facing HCA Block 2 row and carriage house rear patios and located up to about 30 ft. from VHCA buildings
 - b. HCA also received an updated April 7, 2026 application for a April 21, 2026 Full DRB discussion and decision proposing quieter 60-65 dBA Durastar heat pump units located immediately alongside VHCA buildings
 - c. HCA will continue to notify impacted HCA Block 2 Members of project status and planned HCA discussion during the April 15 Regular Meeting
4. HVAC EQUIPMENT COMMON AREA EASEMENTS:
 - a. Legal and Contractor Pre-Payments:
 - i. Directors discussed and estimated a required pre-payment from individual easement survey homeowners to cover individual easement expenses up to \$2000
 - ii. Directors discussed HCA payment of 100% easement survey pre-installation project title search and deed compilation plat phase expenses that benefit HCA overall; individual homeowners benefiting from those general phases will pay their pro-rated portion of 100% post-installation individual field survey and drawing phase expenses
 - iii. Directors discussed that expense pre-payment refunds will be made within 60 days of deed recordation
 - b. Utility Easement De-Confliction:
 - i. Director Ashley will contact VA811 to discuss possible utility surface marking
5. EXECUTIVE SESSION
 - a. Directors agreed to enter Executive Session specifically to discuss individual exterior HVAC equipment DRB applications
 - b. HVAC APPLICATIONS:
 - i. 11514 HICKORY CLUSTER: Not opposed
 - ii. 11546 HICKORY CLUSTER: Not opposed
 - iii. 11524 HICKORY CLUSTER: Not opposed pending required signature completion
 - iv. 11526 MAPLE RIDGE: Not opposed

- v. 11502 HICKORY CLUSTER: As noted April 1, the DRB approval decision letter contained insufficient line set location direction; HCA must appeal the decision if no DRB clarification is received as promised
- vi. Directors discussed unknown HVAC application and compliance status of several homes; Director Sohn will contact them to determine their status and intent
- c. Directors agreed to exit Executive Session

6. OPEN SESSION:

- a. No non-Directors were present during Executive Session or the following Open Session
- b. Directors agreed:
 - i. 11514 HICKORY CLUSTER: Not opposed
 - ii. 11546 HICKORY CLUSTER: Not opposed
 - iii. 11524 HICKORY CLUSTER: Not opposed pending required signature completion
 - iv. 11526 MAPLE RIDGE: Not opposed
 - v. 11502 HICKORY CLUSTER: Appeal the decision if no DRB clarification is received as promised
 - vi. \$2,000 pre-payment will be required from individual easement survey homeowners to cover all individual easement expenses
 - vii. HCA will pay 100% easement survey pre-installation project title search and deed compilation plat phase expenses that benefit HCA overall; individual homeowners benefiting from easements will pay their pro-rated portion of 100% post-installation individual field survey and drawing phase expenses
 - viii. Expense pre-payment refunds will be made within 60 days of deed recordation

7. ADJOURNMENT: Directors adjourned the meeting at 9:29 p.m.