

HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS

April 17, 2024, MEETING MINUTES

Virtual (Board hosted Zoom)

FINAL

DIRECTORS PRESENT: Jennifer Rekas, Silvia Merrill, Jennie Kampf

DIRECTORS ABSENT: Daniel Cassidy, Kathryn Fay

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 March 2024 Meeting minutes.

II. MEMBER FORUM

11513 Hickory Cluster - New crime prevention POC, will send to the board for updating the website. Question on the concrete beams - which product is correct for the underside of beams? Will likely choose the thoro coat product, sanded version.

11515 Maple Ridge - What is happening with the standards. Ans. Standards are being reviewed by the RA DRB.

11577 Maple Ridge - Call for nominations - suggest that an addendum be sent out to also add that nominations will be accepted from the floor at the event.

11531 Maple Ridge - Will there be tree planting to replace some of the cut ones along Maple Ridge? There had been plans in the past to replace the trees as they are cut.

11502 Maple Ridge Road - Can we plant some flowering trees in the planter between 11501 and the parking spot 101 in Block 1.

IV. FINANCIAL REPORT REVIEW

Board accepted the financials from March.

V. ACTION ITEMS

NEW BUSINESS

- Board vote for candidate resolution #17 "Procedures Relating to Virtual Board, Committee and Membership Meetings and Electronic Voting"
DECISION: Board approved candidate resolution #17
ACTION: Rekas to seek board wet signatures on resolution artifact
- **Retaining Wall that FEA Recommends Be Replaced**

Poss has some legal documents defining who owns what around that property. May need to review the legal aspects of the ownership.

Member Jeff Ashley interested in helping evaluate options.

TWC has another vendor to consider for options of solutions.

ACTION: TWC to send the notices of vendor interactions to Ashley, Robert Fay, and board members for engagement on discussing options

- **Maple Ridge Road Tree Removals - TWC**

Board reviewed proposals from three vendors for two tree removals

DECISION: Board chose Bladerunner proposal for execution of tree removal.

- **Proposal for landscaping in Block 2, in front of 11539 Maple Ridge**

Board reviewed the proposal from HCA member at 11539 for landscaping plan (at owner expense) for common area in front of 11539 Maple Ridge. Plan is in alignment with earlier HLS landscaping plans for the neighborhood. This will be worked as member has time.

DECISION: Board approved landscaping proposal and to reimburse HCA member for costs of lirioppe and boxwood plants.

ACTION: HCA Landscaping committee to look into additional landscaping for the following:

1. Re-landscaping of Block 3 utility wall area - board hoped laurel and lirioppe is part of the plan, as this has worked well for other parts of the neighborhood.
2. Some kind of flowering tree for the planter area between 11501 Maple Ridge and parking spot 101. Trees had been removed from this area a while ago, but no replacement.
3. Replacement trees along Maple Ridge Road between blocks 1 and 2 that have recently been cut (see Jeff Ashley for specific area).
4. More to follow for Goodman Homes tour

IN PROGRESS BUSINESS

- **Invasive Plant Removal**

HCA permission given to Plant NOVA Natives/Operation Stream Shield to park along Maple Ridge Rd extra parking section in order to clear VDOT easements along Baron Cameron Ave and Maple Ridge Rd next to HCA property of invasive vines on trees, such as English Ivy and Asian Wisteria. Two cars would be parked up to four hours for up to two weekdays.

If any members want to participate with these organizations to pursue tree vine removal in HCA, these organizations may want to help. Member Riley Smith offered to contact the organization to seek collaboration for HCA.

ACTION: Rekas to send Smith the contact information.

- **Pothole at Block 3 Entrance - TWC**

Waiting on action (likely weather dependent)

- **RELAC Alternative Cooling Unit Standards**

Committee completed standards draft for board consideration. Standards are being reviewed by RA DRB.

- **Draft Resolution for HVAC Easement**
Board has suggestions from architecture committee, has final version ready for legal counsel to review.
ACTION: Legal counsel RB to review for future resolution hearing

- **Goodman Symposium - Merrill**
Goodman Symposium planned by Reston Museum for the weekend of Sept. 13-15, 2024.
ACTION: Merrill - Contact some members for external photos Reston Museum would like to pursue
ACTION: Merrill to meet with organizers and will have more information at future board meetings.

- **Resolution to Remove Requirement to Renew Resolutions Every 3 Years - RB**
Make a resolution that the board does not have to vote every three years to renew the resolutions.

- General concerns from member: - NOT DISCUSSED
 - o Trash cans being stored in public
 - o EV chargers are being installed without approvals
 - o Mailbox installations**ACTION: Rekas - Draft notification about this project for next membership mailing**

- **BAMBOO REMOVAL - Fay**
Board received updated estimate from Invasive Plant Control. This did not include the removal in the estimate, getting final estimate from IPC and will review estimate and seek board virtual approval.
Decision: Proceed with board target bamboo behind block 1 (near new condominiums) as first project. Board to use ONE vendor for both the cutting and the treatment. If that goes well, then tackle the four other major areas that need clearing. This is area #2 in IPC proposals.
ACTION: Fay - Work with interested members to complete additional bamboo plans, as needed.

- **NEW STREET SIGN FONT SIZE REQUIREMENTS - Cassidy - NOT DISCUSSED**
Sign fonts must be 4" tall due to recent Fairfax County mandate. HC Covenants advisor provided prototype signs from Webb sign vendor. Board discussed options. Board to investigate estimate of bulk purchase/installation for neighborhood, not decided how to seek reimbursement from members or not. Discussion of likely making the sign choice a design standard.
ACTION: Cassidy - Seek prototypes samples from Webb signs and make recommendations at next board meeting or the following.

- **MEMBERS MAKING CHANGES TO COMMON AREAS - Merrill - NOT DISCUSSED**
ACTION: TWC - Send mailing to members reminding that changes cannot be made to the common area and the process for requesting changes to the common areas. This action is now part of the TWC semi-annual reminder email.

- **ANNUAL FEA RESERVE STUDY - BOARD - NOT DISCUSSED**

Board received the study very recently, need to study further to digest.

ACTION: Board - Study reserve study for the recommendations. Need to prioritize the board activities with this in mind. Further discussion will occur at future board meetings.

BACKLOG

- HCA Committee Structure Discussion - BOARD

ACTION: Rekas - Compile call for volunteers to include in the membership mailing

ACTION: TWC - Include this memo in next membership mailing

- DRB FLIPBOOK UPDATE - Fay

See notes from Uhler-McKeown on what needs to change.

ACTION: Merrill - Confirm that the yellow color change is in the Flipbook

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

Cassidy completed application and it was submitted to RA covenants. HCA covenants advisor had some follow-up questions before submitting to the RA DRB.

ACTION: Rekas to respond to Castrence questions in order to submit the application to DRB.

- Covenants Cluster & Condo Directory - Rekas

How would HCA like the Association's contact information listed in Reston Association's Cluster and Condominium Association Directory?

- External management company contact information listed only - **Board chose this option**
- Dedicated Association email address only
- Individual board member contact information listed
- 397 Herndon Pkwy Suite 100 Herndon 20170 - Amanda's email

- ACTION: Merrill - Board to submit RA complaint form for exterior concerns, ex. concrete beam is failing for property next to 11534 Hickory Cluster.

- ACTION: TWC to compile semi-annual mailing to members about common property, trash, etc. common issues as a reminder.

- Leasing Resolution - Rekas - NOT DISCUSSED

ACTION: Rekas to pursue formal paper-based signatures from board members and publish final signed resolution to HCA website.

- BLOCK 2 STREET LIGHT IS OUT - TWC

Rekas audited PSE completion and sent status of issues with marked map to TWC on March 4, 2024. PSE completed a few more fixes, but some remain. Rekas re-audited in April with still some issues.

ACTION: Rekas and Merrill will meet with PSE to go over the issues.

ACTION: TWC - Follow up regarding the cleaning once electricity/lamp are fixed.

ACTION: TWC to seek spare dome from RA for one dome that is broken.

ACTION: TWC to notify RA about RA light problem between block 2 and 3.

- **LANDSCAPING FOR BLOCK 3 UTILITY WALL AREA - Landscape Committee**
Board requested that Landscape Committee led by Audrey Rogerson to make a landscape plan for that area.

WAITING ACTION

- **WALL DESIGN ALTERNATIVES- Rekas/TWC**
ACTION: Infrastructure Committee to work with TWC to seek design alternatives from FEA that may be less expensive than first cost estimate for full replacement as is. Rekas requested estimate from FEA via TWC for design alternatives on March 3, 2024.
Infrastructure Committee Members Robert Fay, Jeff Ashley will work this.
- **APRON CONCRETE GRINDING - Rekas**
This project is next priority after getting tree removal settled.
ACTION: Rekas to catch up with Fay on walkthrough of uneven concrete areas.
- **HCA ByLaws Next Steps - TBD**
- **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.
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.

V. COMMITTEE REPORTS

None

VI. EXECUTIVE SESSION

VII. ADJOURN

The meeting adjourned 9:27 p.m.

Next board meeting scheduled for June 19, 2024, at 7:30 PM on board-hosted Zoom.

//ENDS