



**Board of Directors Meeting
May 6, 2014, 7:30pm
Reston Community Center, Hunters Woods Room 6**

1. Call to Order and Review of Agenda

The meeting was called to order by Vice-President Pat Nichols at 7:39 p.m. President Jeff Byrd arrived later in the evening. Srikanth Ramamurthy, John Lankau, and Yanni Chryssomitis were also in attendance.

2. Report of the Secretary/Approval of Minutes of March Board Meeting and March Special Election Meeting

The minutes from the March 2014 meeting were discussed. Yanni asked to have the snow removal figures corrected; as he discovered that the numbers provided during the March meeting were incomplete. The minutes were approved with the stipulation that the snow removal figures be updated.

3. Report of the Treasurer

Yanni Chryssomitis reported that the cluster currently has \$122,262.40 in operational checking and \$92,897.89 in savings. Yanni reviewed snow removal costs and as of May 6, 2014 the cluster has spent 94% of snow removal funds for 2014. A member asked about the beginning and end of the budget year, and Yanni responded that it mirrors the calendar year. As such, the snow budget still needs to account for November and December 2014. He added that budgeting for the 2015 season generally begins in September and October.

4. Communications Committee Update

Communications Committee Chair John Lankau summarized the first meeting. The group decided to test using Google Groups with a forum. This format is free, relatively simple, and allows users to join the group and post directly to the web-based forum of received emails of all group communications. Furthermore, each individual can choose to receive a digest activity at specified intervals. The group will mostly meet online using a test forum, and will send a notification out to the community asking for residents to help beta-test the group to find problems and difficulties with the setup. Additionally, participants' real names will either be placed on the list, or if that is not possible then a simple Document will be available only to the group to link specific names with email addresses. This is done to avoid anonymity on the list. Joining the group will require residents to opt-in, so no one will be signed up without their consent. Additionally, when joining the group, there will be some guidelines for use

that users will agree to before signing up. Next steps include drafting the guidelines and having them reviewed by the cluster attorney. The committee also plans to create some documentation to help residents learn how to use the site, and possibly even provide a demo at a Board meeting for interested residents. Jeff Byrd arrived and was present for the remainder of the meeting.

5. Selection of vendor for black top trail in front of IRR playground

Yanni explained that the trail along Indian Ridge Road that begins in front of 11719 and continues to the Reston Association trail (just past the playground) is in need of repair. It has become a hazard due to the condition of the trail. The Board received 3 quotes to re-pave the trail. The first quote was from **Ashburn Asphalt**. Hunter's Green resident Adam Brown is our point of contact with Ashburn, and they have repaired potholes in the cluster before and done a good job. The quote was for \$3880 and would remove and replace the damaged areas. The second quote was from **Pavement Corporation** and was for a total of \$3950 and also included a repair and overlay. There was an additional price from **John Donahue Paving** that was for \$3400, but the company would not come out to review the area and provide a firm quote. Debbie Colby asked if this would have an impact on the trees near the path. Yanni responded that the roots are what caused the damage and there will be some impact, but because the trees are all mature and healthy it is not expected cause any major damage. The Board agreed to limit the vote to only the two vendors that provided a formal quote. Jeff Byrd motioned for a vote; John Lankau seconded. Ashburn Asphalt LLC was voted on first and received a unanimous consensus from the Board. As such, no additional votes were necessary and it was decided that Ashburn Asphalt will perform the repair work.

6. Social Committee Update

Debbie Colby, Social Committee Chair, explained that the Social Committee held their first meeting on March 31, 2014 and worked to plan, create, grow, and distribute the May Day baskets to all homes in the community. All materials were donated by committee members, and she thanked all who assisted in the effort. As of the meeting, she has received 14 RSVPs for the International Pot Luck and all responses indicate that it will be scheduled for Saturday, June 21. She does not anticipate requiring any cluster funds, but will likely ask community members to donate items such as tables, chairs, paper goods, etc. She added that she has received positive feedback for a fall BBQ, and they will begin planning that after the Pot Luck. Mrs. Colby also asked if it were possible to allow individuals to bring their own alcohol to the Pot Luck, which is planned to be hosted on the Basketball Court on cluster property. The Board responded that the issue would need to be looked into further. Board Member Srikanth Ramamurthy needed to leave and was not in attendance for the remainder of this meeting.

7. Property Management Committee Update

Committee Member Joan Stolbach presented on behalf of Committee Chair Liz Gaver. Mrs. Stolbach informed everyone that the group held their first meeting and discussed options. They contacted RA for assistance, and the Neighborhood Advisory Committee was very helpful. They offered to attend a Cluster Board meeting and share their insight with the community. The Committee also received feedback from other clusters currently using Property Management companies, and compiled a list of potential firms to contact. The Committee is working on developing standard questions and standardizing everything so they approach each company in a consistent manner. The next step is to plan the next meeting; which will be sent out to the community. They encourage community

involvement, because deciding whether or not to select a property management company will have an effect on owners HOA dues.

8. Parking Committee Update

Committee Co-Chair John Klonaris updated the group on the Parking Committee's progress. He stated that the first meeting on April 13th included a refresher of what progress was made in 2013, and the majority of the meeting was around discussing the information in Engineer Greg Budnik's Report. If the cluster were to vote on additional parking, the process would begin with a zoning interpretation, followed by a review from RA, and finally the construction of the spaces. The Parking Committee plans to produce a final report for the November Board meeting, and then present 3-5 options for cluster vote at the Annual Meeting. The committee has also been developing survey questions to distribute to the community to gain more insight into residents' views regarding parking. Mr. Klonaris stated that there were two possible expenditures that the committee requests from the Board. The first is \$400 to have Engineer Greg Budnik attend the next Parking Committee meeting and speak directly with the committee. The second is a \$500 for a county assessment to allow Fairfax County to determine if any spaces on the Engineer's Report would not be approved. Doug Farbrother mentioned that there are materials available that may not require blacktop, and asked to have these considered for the costs as well. Debbie Colby said she would prefer the cluster survey occur before paying the engineer to attend the Parking Committee Meeting.

The Board voted 3-1 (Jeff, John and Pat in favor; Yanni against) to allow the \$400 expense to allow Mr. Budnik to attend the next Parking Committee Meeting. Yanni asked for the community survey to be completed as soon as possible, so the survey results can be discussed with Mr. Budnik. The Board deferred the vote on the \$500 county assessment until after the next Parking Committee Meeting and the results of the cluster-wide survey have been collected and reviewed. Mr. Klonaris added that most companies will likely charge to provide a quote for a job of this scale. The Board asked him to research it further and provide a ballpark figure for how much this would cost.

9. Blade Runners recommendations prioritization

Yanni gave an explanation of the recommendations determined by walk-through with Blade Runners. There were 4 categories of work:

Critical – Defined as areas that are liabilities or would be more expensive to fix at a later time. This includes swale work, tree removal, and erosion impact areas. The cost for this group is \$9000.

Eventual – This is work that can only be delayed; but not prevented. Yanni recommends that this work be completed now; and the cost is approximately \$1300.

Ornamental – This is work that is not necessary, but would provide new improvements to the cluster. The largest areas are the proposed addition of Winter Barberry and holly bushes to create a privacy screen along Sunrise Valley Drive on Hunters Green Court. This would cost approximately \$14,000. Another area would be the addition of holly bushes along the berm of the corner of Hunters Green Court and Soapstone near the new Fairfax County sidewalk. This would cost approximately \$11,000.

Free – These are changes that are already covered with our contract with Blade Runners, including things such as replanting grass.

Nancy Mosier-Murphy asked if the Blade Runners list and map could be shared with the community. Yanni said it could be made available so residents can see the work that is to occur. A resident

mentioned that the previous meeting, the owner of 11736 requested that the area behind her house be reviewed. Jeff said that the area was reviewed, but determined to be a low-priority item. Yanni added that it is not part of the current proposal and asked for residents to provide photos during the next rain storm to get a better sense of the issue. One resident added that much of the new grass seed has washed away with the recent rain. Another idea that was mentioned was to have residents extend the downspouts to help better direct the flow of rain runoff and minimize erosion.

Jeff put the items in the Critical, Eventual, and Free sections up for a vote. Jeff, Pat, Yanni and John voted in the affirmative (4-0) to proceed with the budgeted Blade Runners items in these categories.

10. Amendments to Bylaws Discussion- absentee voting; non-resident voting

John mentioned this item was placed on the agenda for discussion based on some requests that the Board received over the past few months. Any changes to voting requirements would need to be made by cluster vote at the annual meeting, but the topic is up for discussion. John began by discussing the concept of absentee or proxy voting. While allowing proxy and absentee voting would make it more convenient for residents who are unable to attend voting meetings, he is concerned by the negative impact it would have on candidates running from the floor and it will likely make it harder to achieve a quorum. Current bylaws require an owner to also be a resident in order to vote. Jeff suggested an amendment that would allow non-resident owners the ability to proxy vote.

Fred Rothwarf added that he likes the idea of allowing non-resident owners to vote, but added that there are certain duties and responsibilities of living in the cluster that should be considered as well. Mrs. Colby asked if the RA Advisory Board could be consulted to see how other clusters handle this issue. Mr. Klonaris said he agreed with Mr. Rothwarf and in the future if the cluster were 40% rental properties, it might have a negative impact on the community makeup. He added that he also agreed with John Lankau regarding proxy voting and believes it should be done in person.

Nancy Mosier-Murphy mentioned that she spoke with RA about our bylaws in the past and they mentioned that they are quite old and out of date. She said RA offered to come to one of our Cluster Meetings to discuss the bylaws. It was mentioned that the cluster's legal counsel has also mentioned that the bylaws are antiquated. Joan Stolbach mentioned that the Annual Meeting is at an awful time of year, and suggested it would be better in September or October. Jeff mentioned that this discussion might be a good topic for a new committee in 2015.

11. Member Comments Period

John Klonaris mentioned that he has encountered a resident with a dog off-leash on various occasions. He asked if the Board would be able to assist. Jeff responded that the Board doesn't have the authority to stop the individual, as they are violating Fairfax County law. However, the Board can notify the resident and try to alleviate the situation to prevent the need for contacting Animal Control.

12. Executive Session.

During executive session, the Board discussed the collections for accounts that are past-due and various enforcement issues around the cluster.

13. Adjourn.

The meeting was returned to open session and adjourned at 9:28pm.

Members in Attendance

Homeowner Name	Address
Doug Farbrother	11703 Indian Ridge Road (IRR)
Brian Waters	11704 IRR
Fred and Rita Rothwarf	11722 IRR
Dawn Jones	11728 IRR
Debbie & Charles Colby	11731 IRR
Dorothy Nichols	11742 IRR
Rene and Joan Stolbach	11757 IRR
John Klonaris	11768 IRR
Heidi Lankau	11775 IRR
Liz Gaver	11780 IRR
Nancy Mosier-Murphy	11786 IRR

Approved By:

A handwritten signature in black ink that reads "Jeff Byrd". The signature is written in a cursive style with a large, prominent "J" and "B".

Jeff Byrd

July 8, 2014