



**Board of Directors Meeting
November 5, 2014, 7:30pm
Reston Community Center, Hunters Woods Room 3-4**

1. Call to Order and Review of Agenda

The meeting was called to order by President Jeff Byrd at 7:35 p.m. Pat Nichols, John Lankau, and Yanni Chryssomititis were also in attendance. Jeff went over the agenda for the evening, and provided notice to all present that John Klouaris has informed the Board that he will be capturing an audio recording of the meeting.

2. Report of the Secretary/Approval of Minutes of September Board Meeting

The minutes from the September 2014 meeting were discussed. Joe Caravella asked to have his name added to the attendees list for September. John Lankau motioned to approve the September 2014 minutes with the amendment proposed by Joe Caravella, seconded by Pat Nichols. The motion was approved 4-0.

3. Announcements - Annual Meeting, Vacancies, Budget

Jeff announced that the Annual Meeting has been scheduled for Tuesday, December 2, 2014 at 8pm per the HGCA Bylaws. There will be three Board of Directors spots up for election, as well as a vote for the 2015 budget. The budget will be released to the community in advance of the Annual Meeting. John added that a Call for Candidates will be distributed shortly, followed by the bios and 2015 budget details later in the month leading up to the Annual Meeting.

4. Report of the Treasurer

Treasurer Yanni Chryssomititis reported that the cluster currently has \$51,521.77 in our checking account, \$63,451.97 in the savings account, and approximately 140,000 in investments in a CD. Expenses for 2014 are tracking well as we head toward the end of the year. Yanni added that the required tree care and maintenance from August and September 2014 was over budget largely due to a number of hazards that needed to be removed.

The 2015 budget is currently being finalized. Yanni reported that there will be a line item for significant sidewalk repairs, which is currently tracking estimates in the range of \$15,000 – \$25,000 for repairs to the whole cluster. He added a friendly reminder that there are outstanding balances, and if the account is not in good standing, the resident will not be able to vote (or count towards a quorum) during the Annual Meeting.

5. Vote - Vendor Selection for Snow Removal Services

John Lankau reported the information obtained from four quotes obtained for 2014-2015 snow removal service providers. Vendors considered were Blade Runners, McLean Landscapes, Sunrise Landscape + Design, and VCI, Inc. John added that he also contacted Bill Farrar Turf Maintenance for a quote, but Mr. Farrar had to decline because his business had just signed a large contract and was at capacity for the season.

John gave an assessment of each vendor. Blade Runners has the highest minimum number of hours per response at 4 and no snowfall response threshold (it is based on VDOT response). This uncertainty and potentially high cost eliminated Blade Runners from the discussion. VCI, Inc. was a cold-call that has the lowest prices, but they are primarily a commercial lot and we were unable to find reviews of their work online. As a result, they were removed from consideration.

McLean Landscapes performed the snow removal services in 2014. They provide a pricing structure that is based on snowfall amounts, and showed improvements during the previous winter. Sunrise Landscape + Design was recommended as an alternative from Bill Farrar, but they do not offer 24/7 ice monitoring as the other vendors do. Additionally, they have 12 dates listed as holiday rates when the rates are increased by 1.5x the usual rates. Based on this information, John gave the incumbent, McLean Landscapes, a slight edge. Pat Nichols agreed with John's assessment. Yanni said he gave a slight edge to Sunrise, based on his assessment. Jeff agreed that these were his top choices, but saw value in having an incumbent vendor.

Comments were opened up to the floor. Joe Caravella said that he witnessed McLean using inadequate equipment last year that made the job less efficient than it should have been. Fred Rothwarf added that Sunrise might be negotiable on their holiday rates. Sharon Egan said she was not happy with the quality of plowing from McLean. John Klonaris added that he was concerned that McLean performed work that was unnecessary. Fran Freedman said she prefers to use an incumbent who knows the neighborhood already. John added that McLean's trucks are located down Sunrise Valley Drive before Fairfax County, so they are closer to the cluster than most.

John added that all of the contracts include the option for us to request sidewalk shoveling service as well. It is costly, so we don't anticipate the need to do this, but we can order it if necessary. We would likely send out an email or post on Nextdoor asking neighbors to help and shovel the sidewalks that need it, but if that is insufficient we will be prepared. The salt barrels are included with each quote as well.

Jeff motioned to vote on both McLean and Sunrise for snow removal contract for 2014-2015. John seconded the motion. The votes were 4 in favor of McLean, 0 for Sunrise.

6. Discussion - Parking Resolution - The Board's ability to impose fines.

Yanni explained that a decision by the Virginia Supreme Court against the Shadowood Condo Association – located in Reston – set case law that homeowners associations may not impose fines on residents unless they are specifically granted this power in the governing documents. The current Parking Resolution 13-01 language calls for fees and penalties. Legal counsel has informed the Board that these fees cannot legally be enforced. As such, the Parking Resolution will be amended to remove this language. The change will be drafted, but out to the community for comment and discussion, and

eventually be voted on next year. Jeff added that the current Parking Resolution clause 36 allows the Board the ability to determine when to enforce the actions specified in the Resolution.

Fred Rothwarf added that the current resolution does not have a means to address his current situation. He has borrowed a car from his daughter long-term, but the resolution specifies that the vehicle must be registered in the owner's name. There are no provisions for dealing with a borrowed vehicle for an extended period of time. Jeff said that the Board will reach out to Fred to help resolve this issue.

Michelle Swallow asked about how towing is enforced. Jeff responded there will be plenty of notice provided before a car gets towed, and towing is the absolute last resort. It is something that the Board has the authority to do. John Lankau added that residents have the ability to call and have a car towed, but they do so on their own accord and accept all costs and liability with the action. Because of this, it is strongly discouraged.

Sharon Egan asked what happens if someone is observed parked in the fire lane. Yanni responded that this is not handled by the Board, and this type of incident should be reported to the police.

7. Communications Committee Final Report

John Lankau reported that the Committee launched Nextdoor in July 2014, and since then we have seen 62 households (53%) and 80 residents join and use the site. The Communications Committee has not received any requests for support, so we assume ease of use for the site is adequate.

Joe Caravella asked what Nextdoor costs the cluster. John responded that it is free and the contents are hosted directly by Nextdoor.

8. Social Committee Final Report

Social Committee Chair Debbie Colby was not available for the meeting. Jeff summarized that the Social Committee hosted some excellent Pot Lucks and events throughout the year. He added that Deb Colby wanted to get a community directory out as part of the committee. However, this need is filled by Nextdoor. John added that Nextdoor recently updated the profile section of the site so residents can include the phone number, email address, and interests. The crowd was supportive of the Social Committee and indicated that they would like the social events to continue.

9. Property Management Committee Final Report

Property Management Committee Chair Liz Gaver reported that the Committee did not come to any conclusions for any specific firms. They gathered feedback from other clusters, and would like to make that available to the community. Jeff thanked Liz for taking on this responsibility.

Fred wanted to thank Liz for a fantastic job on all of the information she has gathered and compiled on this issue.

Liz added that the committee documentation might include some contractual information that would need to be redacted before it is posted. John Lankau indicated that once this has been done the documents can be posted to the Hunters Green website and Nextdoor.

Liz summarized that the Committee's final recommendation is review the analysis and data and discuss the point moving forward as a community. As such, there is no recommendation to vote on during the Annual Meeting.

10. Parking Committee Final Report

Jeff Byrd summarized the activities of the Parking Committee, adding that this was the toughest job of the year. Jeff thanked John Klonaris and Nat McCague for taking this task on. At this point, it is clear that a lot was accomplished, but there is still significant progress to be made on this front. Jeff added that the 2015 Board will need look at the priority of having another Parking Committee. There is a lot of information and it is the biggest ticket item for our community in a long time. He suggests that perhaps some of the alternative solutions could be considered in the future. Because of the work that remains to be done on this front, there will be no vote on parking related subjects at the 2014 Annual Meeting.

11. Member Comments

Fran asked about the privacy settings. John responded that users can specify which communities they see in their feed, and which communities can see their posts. The instructions for tweaking these settings are available on the Nextdoor section of the Hunters Green website, but residents can contact the Board for assistance as well.

Sharon asked how long the contents stays on Nextdoor. John responded that it remains on the site indefinitely, but users can delete their own posts if they so choose.

Joan Stolbach asked if a flyer should be handed out to encourage neighbors to sign up for Nextdoor. John added that there will be two flyers coming out soon, and we can include a reminder in the Winter Newsletter due out in late November.

Member comments were closed at 8:44pm and the Board entered executive session.

12. Executive Session

During executive session, the Board discussed an assessment issue, parking database management, and a parking enforcement issue.

13. Open Session

At 9:13pm, the Board reconvened in open session. Jeff Byrd indicated that two enforcement matters would be voted on.

Matter #1 - Parking issue. Jeff motioned not to enforce Parking Resolution 13-01 Section 12 as per the authority granted in Parking Resolution 13-01 Section 36. John Lankau seconded this motion. The motion passed by 4-0 unanimous majority.

Matter #2 – Yanni Chryssomitis motioned to engage the cluster attorney to file a letter for a lien against a homeowner with a delinquent account. Pat Nichols seconded this motion. The motion passed by a 4-0 unanimous majority.

13. Adjourn

At 9:14pm, Pat Nichols motioned to adjourn the meeting. John Lankau seconded. The motion passed 4-0 and the meeting was adjourned.

Members in Attendance

Homeowner Name	Address
Joe Caravella	11621 Hunters Green Court (HGC)
Sharon Egan	11633 HGC
Brian Waters	11704 Indian Ridge Road (IRR)
Mary Ann Simpson	11713 IRR
Tyler Willis	11720 IRR
Fred and Rita Rothwarf	11722 IRR
Michelle Swallow	11725 IRR
Lyda Gould	11740 IRR
Joan Stolbach	11757 IRR
John Klonaris	11768 IRR
Fran Freedman and Bob Schapp	11773 IRR
Heidi Lankau	11775 IRR
Liz Gaver	11780 IRR
Annie Di Napoli	11781 IRR

Approved by:



1/6/2015