



**Board of Directors Meeting  
July 11, 2017 7:30 – 9:30 pm  
Reston Community Center, Hunters Woods Rooms 1-2**

**Call to Order and Review of Agenda**

Yanni Chryssomitis called the meeting to order at 7:32 pm. All board members present (Yanni Chryssomitis, Jean Murphy, Charles Colby, Bruce Ware, and Hadi Damavandy). Yanni briefly went over the evenings agenda. Greg Budnik also present from Community Association Engineering to answer questions regarding the paving project.

Yanni briefly went over the evenings agenda and advised the community that there would be a change to the Concrete and Asphalt Discussion. **Yanni moved to split the Asphalt Discussion into two parts – 1) Approach and Engineering – Q&A with Greg Budnick, then 2) Financial Implications of the project. Hadi seconded. Vote passed 5-0.**

**Report of the Secretary/Approval of Minutes (May 2017)**

Hadi went over the highlights of the May 2017 meeting minutes. There were no comments/corrections from the board or community. **Hadi moved to approve the minutes. Bruce seconded, vote passed 5-0.**

**Report of the Treasurer**

Charles went over the financials. Some highlights included:

- Reserves are \$270k
- \$168k in checking account
- All expenses tracking within budget

- Revenues were down – many homeowners paid the full year in advance for 5% savings
- Reserve study will be done this year

### **Discussion: Concrete and Asphalt Refresh Project and QA with Engineer**

Yanni greeted the community, liked the large turnout. Yanni then provided some history. HGC was supposed to be fully funded in 2016 for the asphalt refresh. In 2016, the board received bids from 5 vendors, and the numbers were all over the place. Board then hired engineering firm to get some help. In March, engineering firm did 10 test excavations – 3 layers analyzed: surface, base, and sub-base. Based on the findings, Engineer created a RFP (Request for Proposals) resulting in bids from 8 vendors: Ashburn asphalt, Brothers, Dominion, Espina, Fairfax, Finley, Pro-pave, and Tibbs. Summary of the bids and RFP are on the website. The board plans to enter into a contract by the end of July, both concrete and asphalt should be done by December.

The board examined the idea of staging the work, but not practical – need to do the gutter and curb work as a precursor to the road work. Engineer agreed that it would not be a good option. Curb, gutter, concrete and asphalt – will be done in that order.

Greg Budnik spoke, gave some background on Community Engineering Services. Code was changed in FFX county in late 70s for town home communities (after HGCA was built). Surface core asphalt is about 1.5-2 inches, and the base layer is roughly the same. So we have about 3.5-4.5” of asphalt. Asphalt moves, not like concrete. Need to make sure the sub layer is good enough to receive the new layer. Based on their professional educated guess, we should go with option 2 – full milling of all the roadways and 20% of parking areas.

Greg field some questions from the community:

- Service life of remaining base layer that doesn't get removed? Not much longer than that that has to be removed.
- Base layer is original (46 years old). Change base every 40 years. You do the surface core asphalt every 20 years.
- Is the stone sub-base (aggregate stone) in good condition? Yes – based on excavations (except for maybe at the dip).
- How long will this take? Can't say – will be up to the contractor. (Yanni noted – upwards of 3 months from signing).
- What about the speed bumps? Board has to decide. (Board has decided to re-create the same speed humps at the same locations).

### Discussion: Concrete and Asphalt Refresh Project – Financial Discussion

Yanni noted that we have worked with Ashburn asphalt and Dominion paving. Asked them about which option they recommend based on the RFP. Both answered option 1. Also, we have to consider the cash flow – we would have to pay 10-20% upfront and then most of the remaining at finish. Some vendors may let you pay the final 20% over a few months.

The Board then fielded questions from the community:

- Why was capital reserve study so far off? We hadn't considered engineer costs; also concrete work is MUCH more extensive than anticipated; and finally, there was no allocation for the asphalt base repair work.
- The board then polled the community to get a sense of where the community stood on various aspects of the project (NOTE: the voting was informal and non-binding):
  - By a show of hands, the community present preferred that the playground funds be used towards the playground, rather than used to pay a portion of the paving project.
  - Most residents were not in favor of procuring a loan.
  - Most residents preferred to move forward with the project, rather than delaying.

Due to time constraints, agenda item 5 – Vendor Selection would have to be pushed to the next meeting. **Yanni moved to call a special meeting (date to be determined) to vote on vendor selection. Hadi seconded. Vote passed 5-0.**

With no time remaining, the Board adjourned to executive session at 9:39 pm.

### Executive Session

The board discussed collections, arrears, and other housekeeping tasks.

### Adjourn

The board reconvened in open session at 9:45 pm. **Hadi moved to adjourn the meeting, Bruce seconded. The Board voted 5-0 to adjourn the meeting.**

Approved:

  
*Yanni Chryssomitis*  
11/11/2017 5:57:26 PM EST  
President Yanni Chryssomitis

## Attendance:

<b>Home Owner</b>	<b>Address</b>
John Piper	11603 HGC
John & Heidi Lankau	11775 IRR
Joe Caravella	11621 HGC
Doug Farbrother	11703 IRR
Liz Gayer	11780 IRR
Wendy & Michael Trott	11700 IRR
Charles Mitchell	11791 IRR
Matt Egan	11633 HGC
Nancy Mosier Murphy	11786 IRR
Bob Schnapp & Fran Freedman	11773 IRR
John Klonaris	11768 IRR
Mary Ann Simpson	11713 IRR
Luciana Ocaranza	11703 IRR
Reed Skaggs	11782 IRR
Laura Barney	11712 IRR
Marguerite Miller	11785 IRR
Michelle Swallow	11725 IRR