



HILLCREST AT SAFFOLD WAY

BOARD OF DIRECTORS MEETING

May 14, 2024 | 8:00pm | via Google Meet

Minutes

Members Attending: Ben, Amir, Rick, Harvey, Fritz, Alexandra and John

Residents Attending: None

- Meeting called to order at 8:02 pm
- Minutes of 14 April 2024 Board of Director's meeting reviewed and approved
- Resident Comments/Concerns: None.

OLD BUSINESS

- Ben reported on issues he had with Meadows Farm re: watering the new median trees. Lacking their failing, he developed with Blade Runners a watering plan for the trees. Ben explained the watering plan developed and the board unanimously approved funding for the plan.
- Ben updated work done by Reston Tree Experts. Their team spent 2 weeks on Saffold Way accomplishing all the tree work that had been identified. Cost consumed a majority of the budgeted amount for 2024 tree work. Ben may ask them to delay until Fall or next year, removal of some stumps to save money for possible tree work in the Fall.
- The issue was raised about more tree work along Ring Road and North Shore Drive that has not been done. Ben said he had not scheduled that work. Rick suggested we go ahead and have it done since we have carryover funds that could cover the cost. All agreed to go ahead with the work.
- Alexandra mentioned that she had received a complaint from a resident who reported seeing Blade Runners team members dumping trash on HCA common ground. Other board members who had recently been in the area did not recall seeing any trash dumped. If such trash dumping is again reported or seen, Ben will discuss with Blade Runners.
- Blade Runners will begin work on the list of special projects we previously negotiated with them for this year. They will begin with the overgrown brush at the entrance to Saffold Way, on the inbound side.
- Ben asked to defer discussion of board members telephone numbers being posted on the website until later.
- Alexandra reported on vehicles with expired license plates or safety inspections. She walked the cluster on 23 & 24 April and cited +/- 35 vehicles in default. She will be following up within the next 2 weeks to ensure compliance. Alexandra asked to confirm the HCA process and time schedule before she has vehicles towed for non-compliance.
- Ben asked Alexandra if she had received any further complaints re: trash collection. To date there has been only one complaint re: bulk pickup for 11172.

- Amir reported that the repairs for the sidewalk handicapped ramps has been completed and taken care of under the contractor's warranty. No additional costs.
- Amir discussed crack sealing for the roadway. He walked the cluster with Dominion Paving and has received a revised quote from them. There is more work required, per Dominion, than previously thought and it is in 3 stages: 1) seal cracks, 2) milling and filling larger cracks and 3) patching areas that have serious deteriorated. Worst areas are in Hillcrest and Lower Bridges areas and there are 2 more quotes coming from Dominion for that work.
- Rick first reminded that presentation of his monthly budget report must remain during the open portion of the board's meeting as is required, i.e. residents should see the budget report.
- Rick reported that neighborhood inspections have been completed for all of the Hillcrest neighborhood. Still to be inspected are the Fairfield and Bridges neighborhoods. Rick has been writing the letters to residents and will forward them to Harvey for mailing.
- Rick's financial report is attached. To date about 75% of owed dues for 2024 have been received (\$171K). The rate of collection has now slowed somewhat but still on target. Typically there is a surge in payments just before July 01 when interest begins accruing. Expenditures to date total \$56,100.00 and none have exceeded funds budgeted.
- Rick's plan for the carryover funds includes roughly \$748.00 for labor and materials for a new basketball goal and benches by Ring Road; new median trees; cleanup and upgrade inbound and outbound sides of entry to Saffold Way; Supplementing the grass near the playground. Total costs estimates at \$20K, \$7K of which is in the 2024 budget.
- Also, the stormwater work in Bryan Courts area will be part of this work. In total, Rick estimates these projects cost at \$55K to be funded by \$16K from the 2024 budget and \$39K from carryover funds.
- Ben reports on delinquent dues pending legal action. One owner has agreed to a payment plan, two owners are receiving leins against their property, one case was overlooked by the lawyers and they are now working it and one more is beyond leins and is headed toward foreclosure.
- Harvey is to propose dates to all board members for meeting to review the Election Buddy app with the web contractor.
- John reports that all street lights are good.
- Rick agreed to continue to do RA DRB relations for the board.
- Adjourn. Meeting was adjourned at 9:40 pm.
- Next Meeting:
 - Next meeting will be at 8:00pm, Tuesday 11 June 2024 via Google Meet.

2024 HILLCREST CLUSTER ASSOCIATION/COMMONS/OPERIST STATEMENT

INCOME

DESCRIPTION	CATEGORY/VIENOM	BUDGET	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL YTD	BUDGET
CHARTERED	PROFIT FROM MONTH	\$ 42,000.00	\$ 121,406.31	\$ 117,617.00	\$ 220,483.96	\$ 218,123.84									\$ 122,405.31	\$ 41,000.00
DUES ASSOCIATING	HOVINGWORKS	\$ 227,800.00	\$ 69,770.00	\$ 65,860.00	\$ 78,371.00	\$ 12,881.50									\$ 171,200.49	\$ 227,800.00
PAST YEAR DUES	GRANTS	\$ 2,800.00	\$ -	\$ -	\$ -	\$ -									\$ 2,800.00	\$ -
LOTE FISH/SHRIMP	HOVINGWORKS	\$ 400.00	\$ 10.40	\$ 21.00	\$ -	\$ -									\$ 31.40	\$ 400.00
LEASE FEE INCOME	HOVINGWORKS	\$ -	\$ 281.97	\$ 281.97	\$ 505.00	\$ -									\$ 1,068.94	\$ 400.00
WATERFEST	OPEN MARKET	\$ 500.00	\$ 24.32	\$ 40.00	\$ 52.11	\$ 40.34									\$ 176.77	\$ 500.00
RESIDENT FINANCE	HOVINGWORKS	\$ -	\$ -	\$ -	\$ -	\$ -									\$ -	\$ -
TOTAL		\$ 772,700.00	\$ 192,513.39	\$ 184,509.00	\$ 519,300.00	\$ 248,554.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 294,496.17	\$ 275,700.00

EXPENSE

DESCRIPTION	CATEGORY/VIENOM	BUDGET	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL YTD	BUDGET
ADMINISTRATION	SUBSILIS	\$ 34,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,500.00
	COA	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	FEES	\$ 40.00	\$ 21.00	\$ 12.00	\$ 12.00	\$ 64.00	\$ 64.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164.00	\$ 40.00
	FOOD SERVICE	\$ -	\$ -	\$ -	\$ 64.00	\$ 64.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 128.00	\$ 800.00
	BOOK PURCHASE	\$ -	\$ -	\$ 2,600.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,100.00	\$ 1,000.00
	WEBSITE	\$ 500.00	\$ 180.32	\$ 158.81	\$ 154.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 493.93	\$ 500.00
	FINANCIAL MANAGEMENT	\$ 600.00	\$ 671.24	\$ 611.31	\$ 608.93	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,502.48	\$ 1,000.00
	INSURANCE	\$ -	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500.00	\$ 1,000.00
	LEGAL	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 1,000.00
CONTRACTS	LAWN MAINTENANCE	\$ 307,000.00	\$ 621.66	\$ -	\$ 4,125.83	\$ 4,120.81	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,868.30	\$ 4,000.00
	TRASH & RECYCLING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00
	SNOW REMOVAL	\$ 1,217.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00	\$ 4,800.00
	STREET LIGHTS	\$ 448.99	\$ 412.00	\$ 412.00	\$ 412.00	\$ 412.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,648.00	\$ 1,600.00
EVENTS/ACTIVITIES	ANNUAL PCHC	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00
	ANNUAL MEETINGS	\$ -	\$ -	\$ -	\$ 614.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 614.00	\$ 600.00
ASSET MAINTENANCE	TREE MAINTENANCE	\$ 10,000.00	\$ -	\$ -	\$ 5,014.79	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,014.79	\$ 10,000.00
	ROADS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SEWERAGE & CUMBI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	PLAYGROUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	STORMWATER REMEDIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CPUMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	PEST CONTROL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	LIGHT REPAIRS	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000.00
	OPERATING RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	CAPITAL ASSET RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	OPERATING ACCOUNT CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL		\$ 272,000.00	\$ 6,948.66	\$ 11,534.61	\$ 17,996.36	\$ 10,137.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,517.24	\$ 272,000.00

BANK ACCOUNT BALANCE:

Checking - John Marval	\$ 17,672.00	\$ 200,895.96	\$ 220,133.06	\$ 224,398.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 626,099.55
Money Market - John Marval Operating Balance	\$ 32,655.93	\$ 35,677.38	\$ 30,307.00	\$ 33,722.18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,362.49
Money Market - John Marval Capital Balance	\$ 10,933.90	\$ 70,528.65	\$ 70,206.53	\$ 70,792.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 282,523.98