

Wheelwright Cluster Board Meeting Minutes for 4/12/18

- Attendees:
 - Jessica Joyner (President);
 - Genelle McDonald (Vice President);
 - Jill Jenkins (Secretary);
 - Kristina Myers (Director);
 - Michael Pendleton (Director); and
 - Easton Warner (Treasurer).

- Minutes approved at board meeting on 5/10/18.

March Meeting Minutes

- Adopted meeting minutes.

Old News

- Definition of a “Resident”
 - Jessica still has not heard back from Ami.
- Resident concerns
 - Kristina contacted Dominion about the light outside her residence that has not been working correctly (going on and off randomly). They said that they would take care of it, but she does not know whether they have done so yet.
 - Trash can on Olde Crafts Road next to our development. Jessica still to contact the Reston Association to see whether they would provide the can or at least police a can that we purchase.
 - **Addendum:**
 - We will have to police any trash can ourselves. The board has discussed via email a “Wheelwright Cluster Pets Only” sign or something similar.
 - There has been a continuing issue of a dog off its leash peeing in on other people's property, which is clearly a violation of the Fairfax County leash laws. Genelle spoke directly to the resident about this.

Tree Work

- The initial work was completed on April 5th and April 10th.
- There is still the Pin Oak Tree at 2216 to be treated. For that work, 10 cars need to be moved. We will need to provide at least 2 weeks’ notice. Need to schedule. Genelle suggested picking a date and a backup rain date.
 - **Addendum:**
 - Notification was provided to the relevant resident owners and posted to the website.
 - One resident expressed concern that they were not incorporated into the tree evaluation process and, while the meeting minutes have included tree work since the February meeting (which would have been posted in March), the board is considering ways to improve the communication process and better

utilize community resources where they are available. This includes posting the agenda items for upcoming board meetings earlier.

- Of the other trees that have been recently identified, the one by the tot lot that came down during the storm would cost \$900 to remove and does not pose a danger to anyone if left indefinitely. The one Easton identified behind his place is more precariously situated, but no one really goes back there. Jessica will have Chip at Tree60 look at it next time around.
- Need to get confirmation from the Reston Association that the Tree60 procedure of breaking up the tree behind Kerry's house is acceptable.

Erosion Work

- We discussed the more expensive proposal using the river jack rock preferred by the Reston Association rather than the bluestone that Sunrise originally proposed. It was noted that river jack rock is already smoothed down. There is a \$2,000 price differential (\$7,900 to \$9,900).
- Genelle made a motion to have Kristina explore the option of using a mix with bluestone on the bottom and river jack rock on top with an approved cap of \$8,900. If the cost would exceed that amount, the board agreed to revisit our options.
 - **Addendum:**
 - Unfortunately, a mix is not an option. The layers are not thick enough to use one on top of the other. A majority of the board voted to proceed with the river jack rock.
- We also discussed that the current Sunrise proposal does not include any grass seeding; it is limited to grading. Given that we are not doing anything with the earth, we are agreed that this should be all right, as seeding won't be necessary to prevent changes from washing away.
- Another area of concern that was discussed is a portion of asphalt path where water routinely pools. Standing water breeds mosquitoes, so this needs to be addressed. It was suggested that this might be taken care of when the concrete work is done.

Bylaw Updates

- The bylaws and updates have been printed. Jessica will compile and deliver them to everyone's doors, unless we know that the resident owner does not live there, in which case an alternate delivery method will be used. Ami noted that we do not have to confirm delivery.
- Genelle will scan and post the original to the Wheelwright Google Drive site.
 - **Addendum:**
 - The bylaws have been distributed.

Cluster Furniture

- Jessica had the Reston Association application ready for signatures.
- The board reviewed the options available and eliminated one option. It was agreed to try to move forward with the application with all of the remaining options, although the board did discuss out relative preferences.
- Jessica was to send off the next day, but probably will not get approval in time for cluster cleanup this spring.

Fenced-In Dog Area

- Ami said that legally there was no reason not to proceed, but that we need to give resident owners plenty of notice. Toward that end, it was agreed that we should start the next board meeting at the tot lot, which is the location the board is currently considering, to discuss the pros and cons with interested residents. We discussed having a realtor there to discuss impact on property values. The remainder of the board meeting could then reconvene elsewhere.
- Genelle will put together a new Wheelwrighter and prominently advertise this meeting. Jessica to put on Facebook page and Jill to put on website.
- Genelle is taking point with the Reston Association on this one.
 - **Addendum:**
 - Some preliminary feedback that we have received indicates that some people believed that a change from tot lot to dog area was a foregone conclusion, which it is not. There are also concerns about losing the tot lot, the selected location and potential noise, and not encroaching on the woods. These types of concerns are why we scheduled the next board meeting to start at the tot lot where the issues can be better discussed and have made an effort to advertise the meeting well.
 - Jessica drafted a pros and cons list to assist with the meeting.
 - Genelle created a Q&A document that has been posted on the website.
 - Ami provided the legal rules and prohibitions for an off-leash dog area in order to establish full compliance with both Virginia Law and Fairfax County Ordinances.

Website

- Jill has figured out how to set up automatic notifications of postings to the website.
 - **Addendum:**
 - The automatic notifications work, but there are some kinks to work out, such as not everyone is on the list and some people are not listed correctly. A “Subscribe” feature has been added to assist with this and other steps to verify current information and try to enroll interested residents have started as well.
 - Added a link to the Facebook page.
 - Added additional post categories to make the site more easily searchable.

Cluster Cleanup

- Bat boxes
 - Shelley could not get more than two and we opted to start with those.
 - Have ladders and will check how to attach them.
 - Mike suggested that they might be better around the periphery of the property.
 - We also noted that the idea of bat boxes as part of the cluster cleanup has been part of the board’s meeting minutes for months.
- Azaleas
 - The board approved the azaleas requested at the last board meeting – four, not to exceed \$100.
 - **Addendum:**

- Four azaleas (red, pink, white) were purchased for \$94.26. They, along with a dozen other plants (no charge to Cluster) were planted at the south end of the cluster in the little park and in various other areas of the park.
- Perennials
 - Jessica purchased phlox. The board will revisit for the fall cleanup.
 - Shade grass for the center courtyard.
 - Various materials needed for the cleanup were noted on the agenda, including:
 - A new trash can for the tot lot
 - Jessica will get (\$25).
 - Do not poop signs
 - One for the front of the cluster (will need post and brackets too).
 - **Addendum:**
 - The cost increased somewhat (\$12 to \$24) based on consumer recommendations for how to attach the sign.
 - One for back path near the sledding area.
 - Shovel, hammer, gloves, etc.
- Pachysandra for erosion control
 - Considering gallon plants, but could get smaller ones as they grow quickly. Looking at getting maybe one flat (50 plants).
- One log missing from an upper cluster flower bed.
 - Mike offered some extra that he had, but the board opted to remove all the front logs to balance it out instead.
- Lily bulbs
 - Sandy has extra that she has offered. We could plant up front, although deer may get them.
- Dumpster
 - Jessica will coordinate.
- Food
 - The social committee has handled this in the past.
 - Kristina will take care of this.
- Yard signs
 - Kristina will put up and Genelle may be able to provide stakes.
- **Addendum:**
 - The spring cluster cleanup occurred on April 28th.

Wheelwrighter

- As discussed under **Fenced-In Dog Area**, Genelle will draft a new Wheelwrighter for quick distribution.
 - **Addendum:**
 - The Wheelwrighter has been distributed and the most recent version has been added to the website.

Concrete Work/Power Washing

- The cost would be an additional \$1,500 if they provide their own water and only one company provided that as an option. Otherwise, they would need to use resident's water. They would do stoops for free in exchange or reimburse them for the water if people did not want their stoops done.
- Some firms use less water and use soap as well. Some board members expressed concern about the yellow pain, but the companies say that isn't really a problem. We could include that in the contract. We also discussed possibly using a seal over the paint.
- The cost without the additional water supply would be \$3,600-\$3,700.
- Genelle noted that she would rather put that money toward landscaping that we have cut back on in recent years.
 - Addendum:
 - Jessica (per discussions with Genelle) asked Kristina to check with our landscaper to see what the cost would be to add some of the things that were included in previous landscaping contracts but that we have cut out to save money. These include:
 - Overseeding the common grass areas;
 - Fertilizing the grass areas;
 - Providing mulch for the common mulch areas; and
 - Providing weed prevention throughout the cluster on common areas, including sidewalks.
 - Kristina has an estimate for us to review at the next board meeting.
- Genelle noted that she has sent an email to the concrete repair person about when they can schedule a walkthrough.
- Easton noted that power washing that he has done in the past does not really last.
- In the end, the board decided to power clean two test areas (one with sealer and one without) and give them until fall to see how they look compared to the rest of the concrete before we make a final decision.

Social Committee

- **Addendum:**
 - The cluster yard sale occurred on April 14th.

Financials

- Went over financials.
- Easton believes that he has addressed the problem that was occurring with QuickBooks as a result of open invoices.
 - **Addendum:**
 - Easton has identified a problem with the QuickBooks' vendors section that he is currently investigating and cleaning up.

Cluster Seal

- Jessica now has the cluster seal.

Miscellaneous:

- Mike suggested posting signs about video surveillance even if we don't have it. Want to include on the agenda for the next meeting.

Next Board Meeting

- As noted under **Fenced-In Dog Area**, it will start at the tot lot on April 10th at 7pm. It will then reconvene at Jill's (2254).