

QUAKER HILL COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES FOR JUNE 26, 2025
Via Zoom at 7:00 PM

CALL TO ORDER

The meeting, held via zoom, was called to order by Dominique Mack at 7:00 PM.

BOARD MEMBERS PRESENT

Dominique Mack
Laura Evans
Rose Gillespie
Ashley McCurry

Management- Jody Lee

BOARD MEMBERS ABSENT

Lester Simpson

POLICE/LIAISON REPORT

Sergeant Matthew O'Malley provided the crime statistics for the month. There were no new crime trends since the last meeting.

URBAN PLANNER UPDATE

Christian Brandt presented for the Duke Street Land Use Plan. He provided the presentation that the city has shared around the community. He stressed that community feedback is important to their plans. The City's website has a community survey which residents are encouraged to take. That survey is available at <https://www.alexandriava.gov/DukeStreetPlan> and is open until July 30th.

OPEN FORUM

- One homeowner noticed an increase in the numbers of rented bikes and scooters left in the area and asked if they can be collected.
- One homeowner asked when the grass in the common area behind the houses on Quaker Hill Drive will be mowed. There is increased growth in the area.

COMMITTEES/REPORTS

ARHA: Lester Simpson provided an update via email stating that ARHA had removed one dead tree from a property.

COVENANTS: Laura Evans provided the update. The Committee is on the third draft of the new resolution and has assigned various sections to each member to draft. In addition to having the final document in resolution form, there will be a spreadsheet/checklist to make the process easier for homeowners.

ARCHITECTURE: Rose Gillespie provided the update. There was one application since the last meeting. She also mentioned that it was brought to the attention of the committee that there may be an 8'x12' deck size limit on at least some of the homes. She is researching this further, but she requested that anyone who has a deck larger than that, who has received city approval contact her.

LANDSCAPING AND GROUNDS: Caroline Morris provided an update via email. The plants in the planters at the pool and new projects around the ponds are in place and are growing. Those areas around the pond will be analyzed in the fall to see how well they are doing. The orange fencing near the erosion project was removed. The gas cap has a cone over it right now so that it is visible.

Rose Gillespie added that there is an area on Quaker Hill Drive where a path has been created through grass due to lack of sidewalk, so the area is being analyzed for a potential permanent walkway. There was also a leak near the trickle stream was reported and will be addressed.

PARKING: Dominique Mack provided the update. There has been an uptick in tow requests. She reminded the homeowners that the bylaws do allow for fines for parking violations. In response to a homeowner question, Dominique reiterated that owners, including ARHA, are ultimately responsible for tenant adherence to all rules, including parking.

SNOW: Dominique had no update.

APPROVAL OF MINUTES

The Board reviewed the minutes from the May 22, 2025, meeting.

Laura motioned to approve; Ashley seconded. The Board Members present unanimously approved the minutes (4-0-0).

FINANCIAL MANAGEMENT

- Rose Gillespie shared the May 2025 financials and Treasurer's report. The May expenses including a legal training for the board members and some small mailings. There was also some sprinkler and trickle stream maintenance and seeding.
- The aerator pump is not working and there are some bids out for repaired or replacement.
- One CD matured in May and \$50,000 was reinvested.

CONTRACT SERVICES/PROPOSAL

Steel Edging Installation

- One proposal was received from Marquez Landscaping was submitted to install steel edging in several areas throughout the community for \$1,289.75.

Rose motioned to approve; Laura seconded. The Board Members present unanimously approved (4-0-0).

Dead Tree Removal

- 1 proposal was received from Marquez Landscaping to remove, and flush cut the dead tree in front of 218 Ellsworth Dr. for \$760.48.

Rose motioned to approve; Laura seconded. The Board Members present unanimously approved (4-0-0).

Drainage Work

- 1 proposal was received from Marquez Landscaping to fix the erosion area at the Quaker Hill sign for \$976.58.

Rose motioned to approve; Laura seconded. The Board Members present unanimously approved (4-0-0).

Outlet Drain for Erosion Project

- One proposal was received from Down To Earth to install a cover over the outlet drain for \$295.

Laura motioned to approve; Ashley seconded. The Board Members present unanimously approved (4-0-0).

RATIFICATION OF EMAIL VOTES SINCE LAST MEETING

There were no email votes to ratify since the last meeting.

UNFINISHED BUSINESS

Erosion Project – Currently in conversations between Kimley Horn, Down to Earth, and Washington Gas to install an extender gas cap cover so that it's visible and protected. The contact at Kimley Horn will contact the gas company to ensure that's enacted.

NEW BUSINESS

TMP Report – three residents contributed for a total payout of \$750.

EXECUTIVE SESSION

PRIVILEGED: Laura moved to convene in Executive Session to consider personnel matters, consult with legal counsel, discuss and consider contracts, pending or probably litigation, and matters involving violations of the rules and regulations. Rose seconded. The Board entered Executive Session at 8:28 PM.

Rose moved to move out of Executive Session; Laura seconded. The Board reconvened into General Session at 9:28 PM.

RECONVENE INTO GENERAL SESSION

Rose moved to adjourn; Laura seconded. The Board members unanimously voted to adjourn at 9:31 PM.

NEXT MEETING: Board Meeting scheduled for July 24, 2025, at 7:00 PM over Zoom.

Respectfully submitted,
Ashley McCurry, Secretary