



HILLCREST

AT SAFFOLD WAY

BOARD OF DIRECTORS MEETING

November 12, 2025 | 8:00pm | via Google Meet

Minutes

Members Attending: Ben, Amir, Rick, John, Zack, and Fritz

Residents Attending: None

Meeting called to order at 8:03pm

Minutes approved for the 14 October 2025 meeting

Resident Comments/Concerns: None

Board Membership Update

- Board members held a vote via email 10/31/25 - 11/3/25 to end Alexandra Schlesinger's term 1 year early due to 1) ineligibility due to not owning her home, 2) excessive absence from monthly board meetings, and 3) consistent lack of responsiveness.
- This was held via email as we needed to send out the call for candidates (noting the number of positions up for election) before the November board meeting in order to allow enough time for submission of votes ahead of the annual meeting.
- The measure passed by 4 approvals and 2 abstentions. Alex's position will be put up for election in this cycle.

Financials & Legal

- Revenue:
 - Total Revenue, including carryover, was \$321,141 compared to a budget estimate of \$316,700. This was a \$2,200 increase from September.
 - One 2025 dues payment was received in October despite the fact that late payment notices were sent to homeowners with outstanding dues.
 - Outstanding dues payment amounts from 2025 and prior years is \$18,870.
 - The operating account has a balance of \$128,960
- Expenses:
 - October: \$16,215
 - October YTD: \$191,111 compared to a budget estimate of \$316,700 or 60% of budget estimates.
 - Projected expenses through the end of CY 2025 are about \$95,000
 - Largest expenditures (\$70,000) will be for CY 2025 payments to reserves and brought forward for CY 2026
- 2025 Carryover
 - There is no projection for the amount of unpaid dues that will arrive before the EOY.

- Projected expenses for Nov-Dec: \$24,000
- Total projected expenses for CY 2025: \$285,111
- Projected carryover into CY 2026 is (revenue-expenses) or
\$321,141 - \$285,111 = \$36,030
- NO UNNECESSARY SPENDING IN NOVEMBER OR DECEMBER
- Reserves:
 - Operating Reserves: \$39,043
 - Capital Asset Reserves: \$96,468
- CY 2026 Operating Budget:
 - All budget categories adjusted based on FY 2025 performance and estimates of inflationary increases by the vendors.
 - Categories with the largest increases include: board compensation, legal, street lights, trash, roads and CPMP.
 - Two major projects are included in the budget: installation of speed humps at a cost of \$14,000 and recycling bins with lids at a cost of \$12,000. These projects will be financed with carryover funds from CY 2026.
 - Revenue is derived from many sources, but the two largest categories of revenue are carryover and homeowner dues. These two categories account for \$310,000 of revenue as follows: carryover \$70,000 and homeowner dues of \$240,000. The other categories such as interest, late fees, etc account for about \$6,000 in revenue.
 - The HCA homeowner dues required to fund the budget will be \$1,425 or a 1.8% increase over the CY 2025 homeowner dues.
 - Homeowner dues can be paid in the following manner:
 - \$1,375 if paid in full by 2/28/26
 - \$1,425 if paid in full by 6/30/26
 - \$1,425 plus 1.5% late fee on the unpaid balance beginning on 7/1/26
- Legal Update
 - 9 households that have not paid any 2025 dues (4 already in Legal)
 - 5 new ones have not responded to our letters as of yet. Will move to put a lien on the houses in January
 - Big legal bill in November due to all the actions for people unpaid
- Major CPMP work
 - Pruning and trimming shrubbery
 - Zack is working on this in his plan to determine what should be removed vs pruned
 - Grass restoration
 - Lots of ground with no grass
 - Tree/shrubbery replacement
 - Bamboo spreading issue

Speed Hump Update

- Drafting map

Board Working Groups

- Groups:
 - Financial and Compliance (i.e., Budget, Legal, Standards/Parking)
 - Ben
 - Rick (phasing out)
 - Amir
 - Infrastructure Projects (i.e., Asset Maintenance/Rehab, Capital Reserve Study)
 - Amir
 - Zack
 - Communications (i.e., Website, Newsletter, Email, Election Portal)
 - Fritz
 - John
 - Landscape (i.e., Trees, Landscaping, Trask/Recycling, Snow)
 - Ben
 - Zack
 - Cluster Events (i.e., Annual Meeting, Picnic, Clean-up, Yard Sale, Social, etc.)
 - Fritz
 - John
 - Ideally new member

Open Discussion

- Zack wanted to mention it to keep it in our minds that we need to look at Mosquito control
- Ask Fritz to send out update on board positions that members can only be homeowners

Meeting adjourned at 9:08 pm

Next Meeting:

- Annual Meeting on Tuesday 9 December 2025 at Lake Anne Reston Community Center and via Google Meet