

2025 Hickory Farms Community Association Annual Meeting

October 21, 2025

**Thank you for joining!
Please stand by – we will begin the meeting momentarily**



Homeowners:

- Please check in on the Chat with your lot number, address, and last name, for quorum purposes.
- Proxy and Budget are attached in the meeting chat.

Agenda

Board Directors, Officers, and Committee Volunteer Reports

- 2025 in Review & Priorities for Next Year: Steve Kubrak
- Secretary/Communications: Clair Hill
- Common Areas: Melissa Stark
- Rabbit Run Remediation Project: Bob Cosgriff
- Architectural Control Committee (ACC): Justin Mensen
- Social Committee: Laura Bucher & Juliette Giordano
- Neighborhood Watch: Steve Kubrak
- Budget: Judy Deng
- Board of Directors Ballot: Melissa Stark
- Open Forum and Wrap Up: Steve Kubrak



2025 in Review

- **Opening Remarks**
 - 50th Anniversary
 - Signage
 - We need you!
- **Welcome Wagon**
 - Block Captains
- **Newsletter**
 - Paper & Electronic versions will be distributed starting January
 - Survey coming regarding content, format, frequency



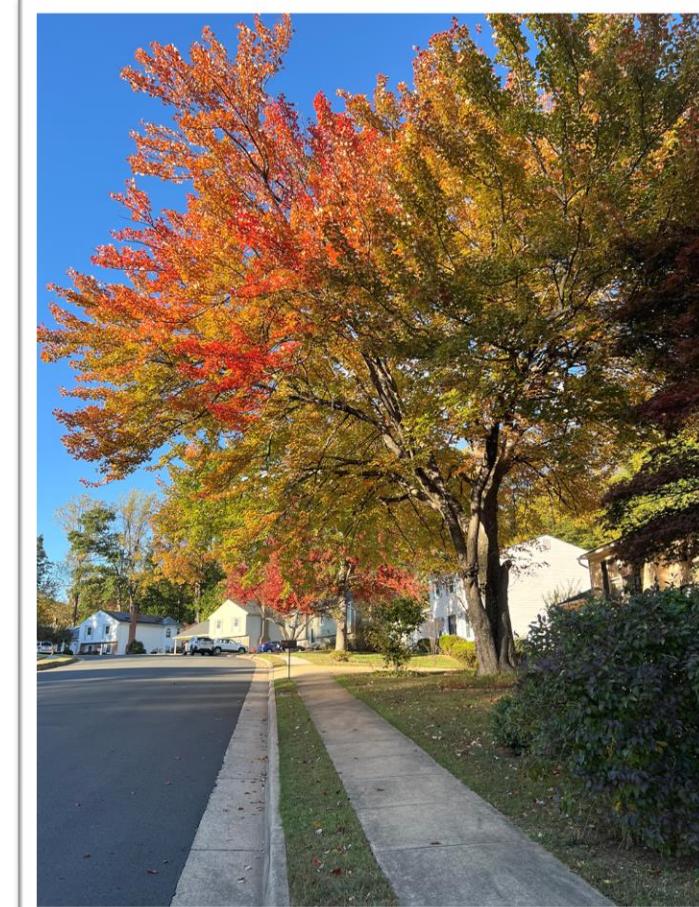
Please hold questions to the end



President: Steve Kubrak

Priorities for the Next Year

- Increasing involvement in the Community, Boards, Committees
- Installing signage
- Focusing on home appearances
- Investigating management company options
- Adding pavilion to commons



President: Steve Kubrak

Secretary / Communications

New Efforts

- Obtained MailChimp license to enable more strategic communications with homeowners and renters; importing contacts from Money Minder data base (in process)
- Worked with Listserv manager and Treasurer to clean up Listserv database, removing non-resident contacts
- Looking into establishing HFCA Facebook page, which would be private and monitored

Continuing Efforts

- Recorded meeting minutes and tracked action items for monthly and special HFCA Board meetings; posted minutes to HFCA website
- Tracked and responded to residential inquiries, as needed
- Supported special events, drafted newsletter articles, and coordinated annual meeting



Secretary: Clair Hill

Common Areas 2025

Maintenance:

- Mowing: Green Zone Landscaping
- Weed Management: TruGreen
- Entrance Signs Beds
- Invasive & Weed Removal Volunteer
- Tree of Heaven Remediation

Remediation:

- Tree Issues continue to Rise
- Spotted Lantern Fly Invasion

Improvements:

- Fairfax County Seedling Program
 - Added trees & understory shrubs
- Addition of sedges & more ferns to our commons



Common Areas Lead:
Melissa Stark



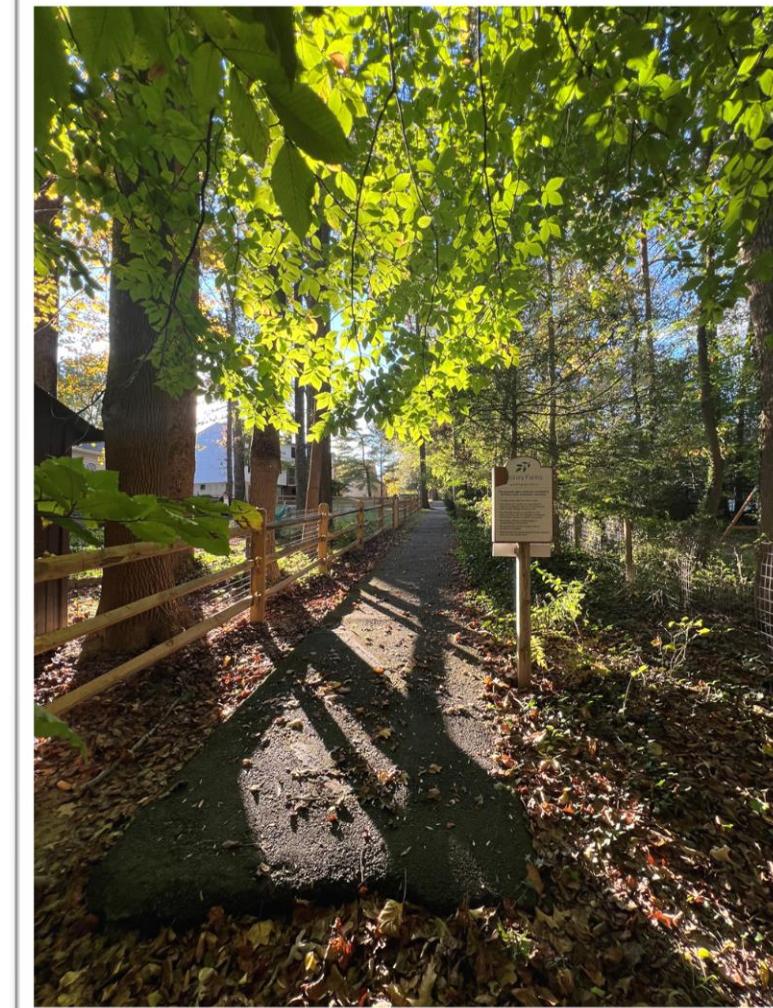
Common Areas 2026

Maintenance:

- Mowing: Green Zone Landscaping
- Weed Management: TruGreen
- Invasive & Weed Removal
Volunteer Group

Improvements:

- Entrance Beds
- Northern Path Plantings
- Boxwood Grove Plantings
- Thinning of the Meadow



Common Areas Lead: Melissa Stark

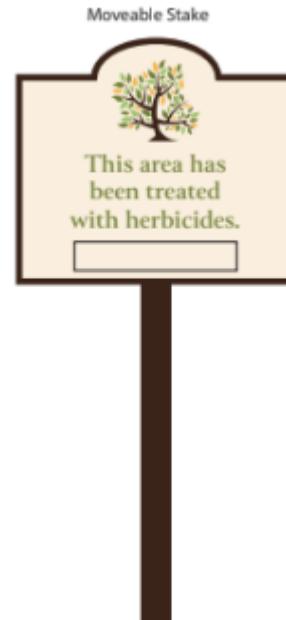
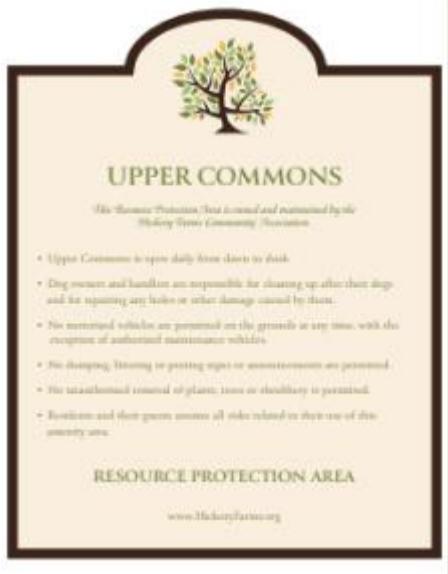
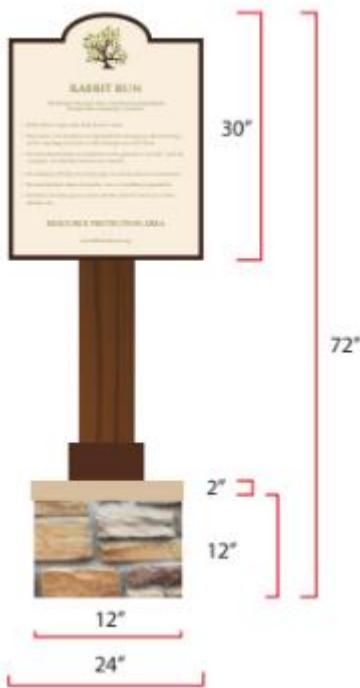


Capital Reserve Projects



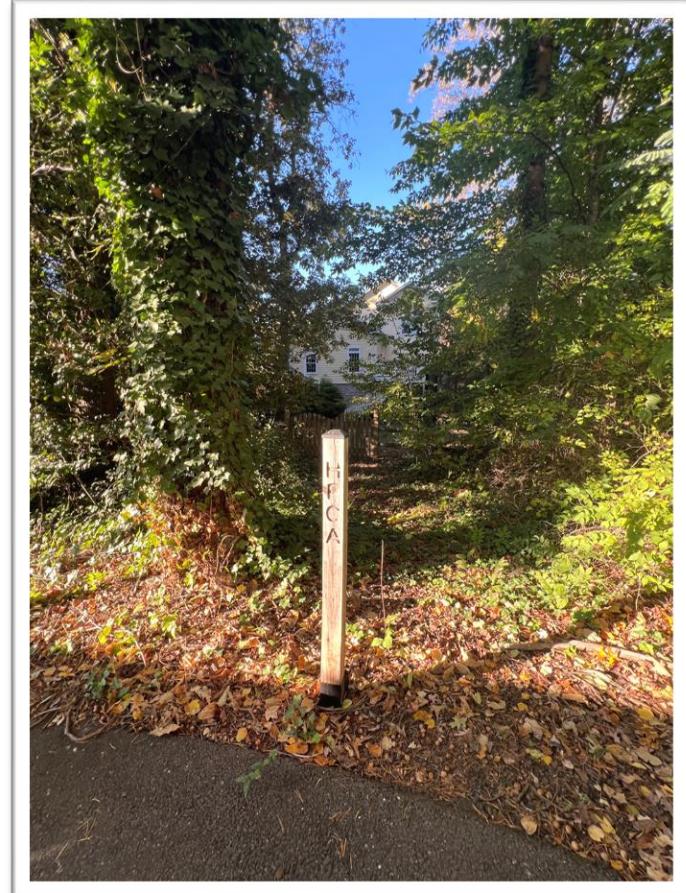
Common Areas Lead: Melissa Stark

Capital Reserve Projects



Capital Reserve Projects 2026 - 2027

- Installation & Completion of Rebranded Signage (2026)
- Boundary Lines & Post HFCA Markers in Common Areas (2026)
- Lower Commons asphalt path repaving or removal (2027)



Common Areas Lead: Melissa Stark

Rabbit Run Remediation Project

- HFCA initiated this project in 2019 over concerns about severe stream erosion in Rabbit Run
- Fairfax County Department of Public Works and Environmental Services (DPWES) made two initial onsite visits, put the project on their master work list, and obtained funding in the County budget
- Preliminary site surveys (soil samples, tree inventory, etc.) began in Summer, 2025



Common Areas Committee: Bob Cosgriff

Rabbit Run Remediation Project

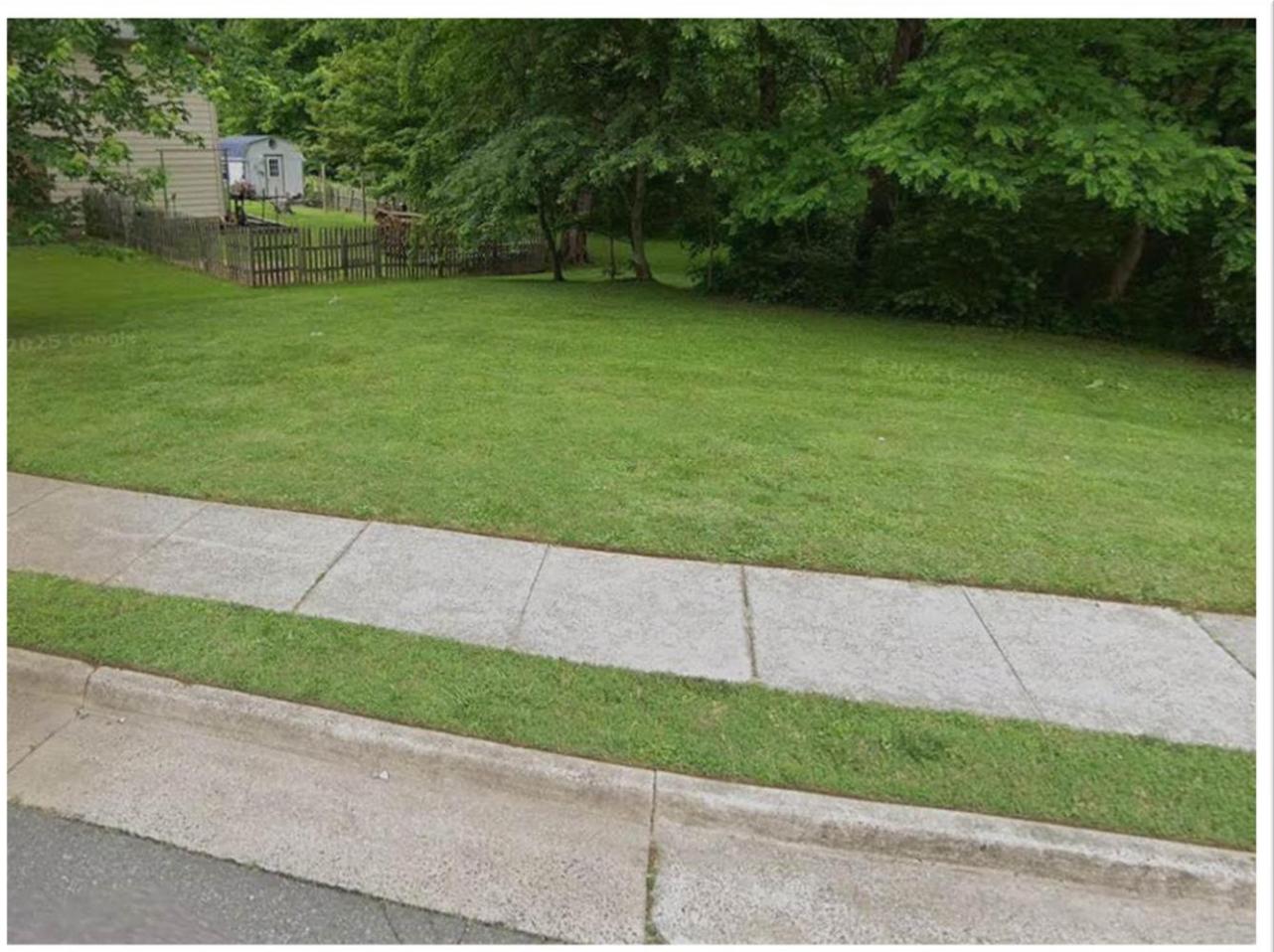
- On October 8, Melissa Stark, Bob Cosgriff, and Mike and Toni Mehrman met with Jim Waters (DPWES Project Manager), the design consultant, and GeoTech consultants to discuss the best access point for required test drillings to determine the depth of bedrock at specific points along Rabbit Run



Common Areas Committee: Bob Cosgriff

Rabbit Run Remediation Project

- The site selected was via 9998 Cotton Farm Road

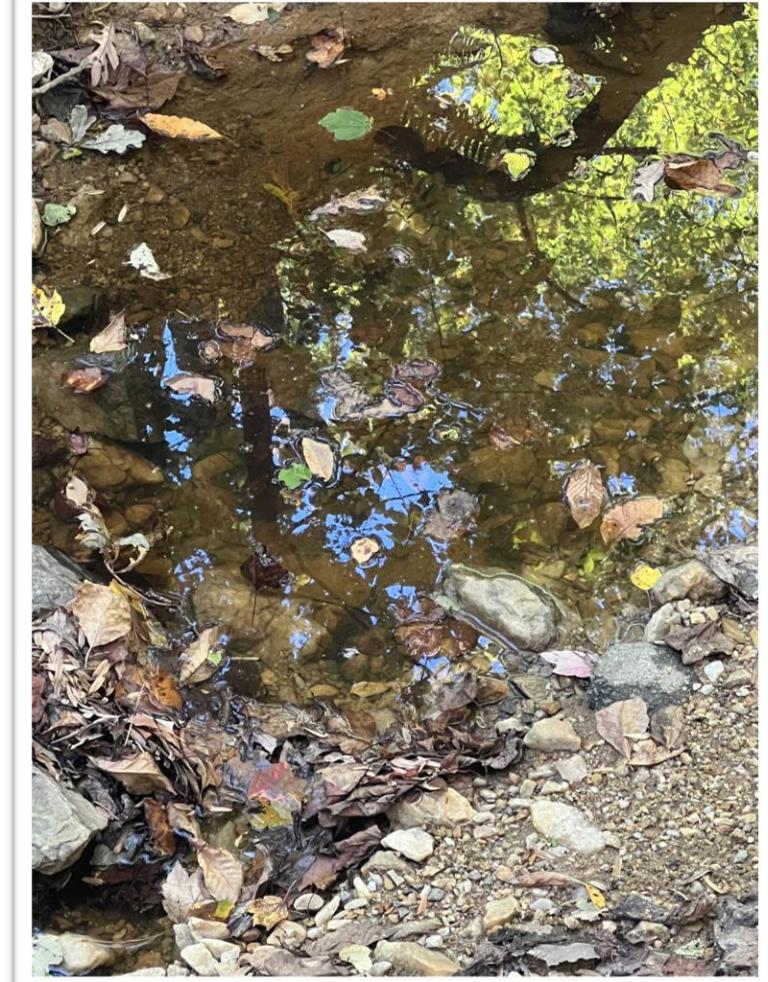


Common Areas Committee: Bob Cosgriff

Rabbit Run Remediation Project

Next Steps:

- Soil testing using a tracked rig is scheduled to start on 31 October and should take 2 days (9 test holes, all on the west side of Rabbit Run in HFCA common property)
- Design can take up to 12 months (Oct-Dec 2026)
- Bid process will follow. Construction is tentatively scheduled for mid-CY 2027

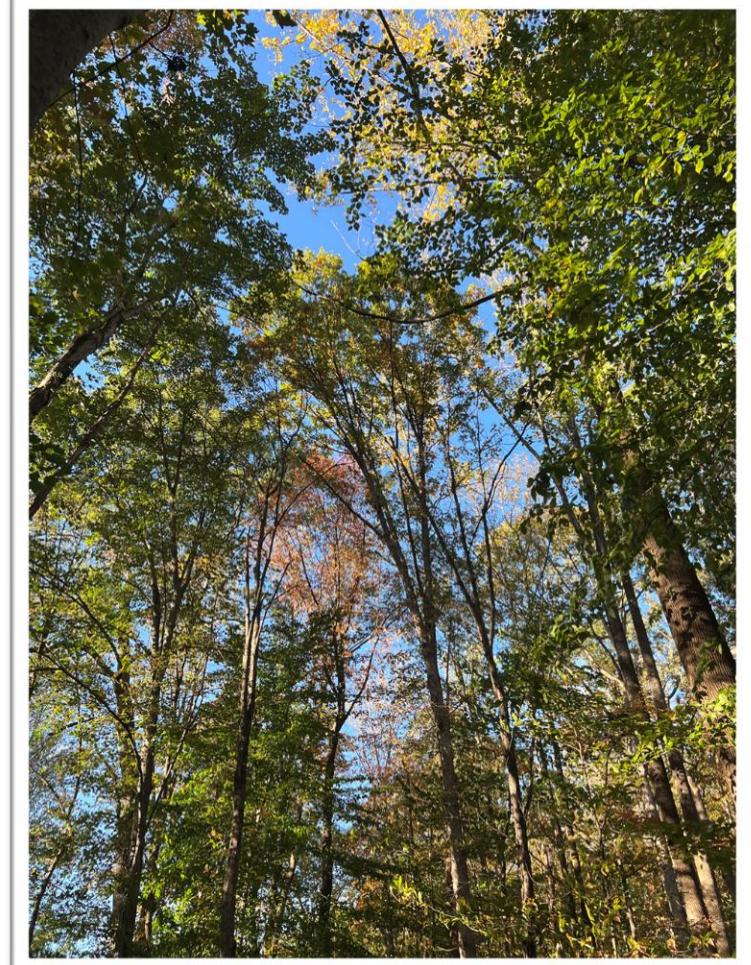


Common Areas Committee: Bob Cosgriff

Rabbit Run Remediation Project

HFCA Rabbit Run Remediation Project Committee:

- Bob Cosgriff (Cotton Farm Lane) HFCA Rabbit Run Coordinator
- Melissa Stark (Common Areas Coordinator)
- Keith Ferguson (Harvester Farm Lane)
- Mike Mehrman (Cotton Farm Lane)
- Roger Basl (Wheatfield Court)

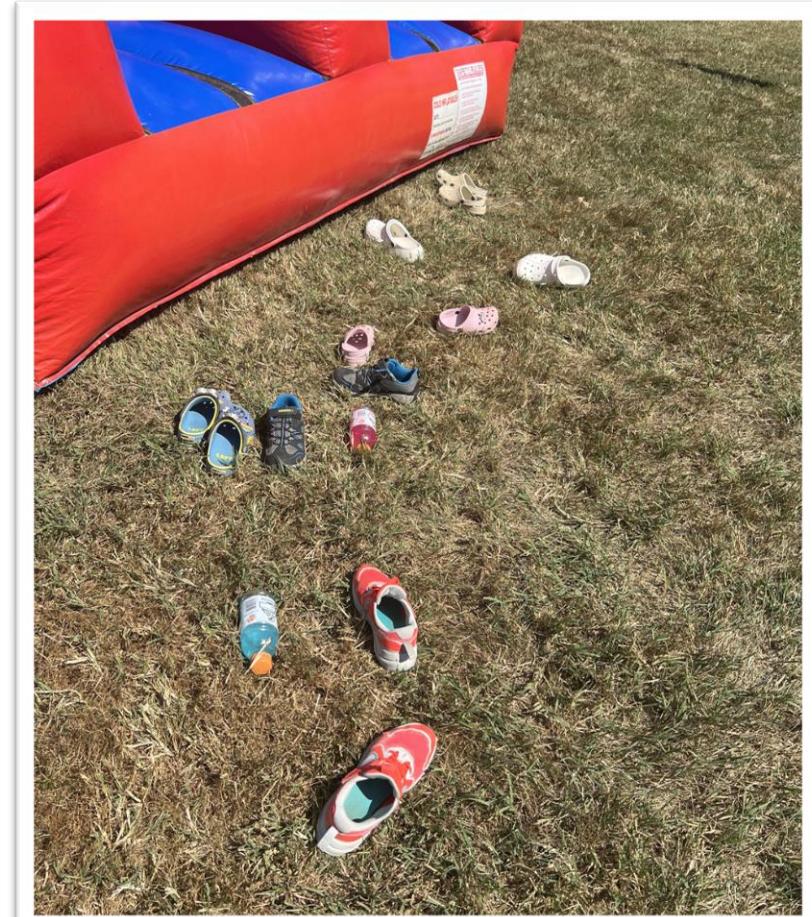


Common Areas Committee: Bob Cosgriff

Architectural Control Committee (ACC)

2025 Actions

- Responded to Homeowner concerns about parking cars on grass and in rear yards of homes.
- Published Article in March 2025 Newsletter.
- Followed up on 2024 Inspection Findings, and most issues were resolved by homeowners:
 - ❖ Lingering minor non-compliance with wire fences.
 - ❖ Chimneys in Hickory Farms are showing signs of age that may require extensive repairs if not properly maintained and inspected regularly.



ACC Lead: Justin Mensen

Architectural Control Committee (ACC)

Applications Approved

- 4278 Country Squire – Solar Panels
- 4371 Harvester Farm – Front Door & Shutters
- 10113 Cotton Farm – Storage Shed
- 10110 Round Top – Driveway Apron and Living Addition
- 10110 Spinning Wheel – Rain Gutter Replacement
- 10025 Wheatfield – Fence
- 4333 Still Meadow – Garage Addition
- 10111 Spinning Wheel – Green House
- 4297 Country Squire – Roof and Rain Gutter Replacement
- 4296 Country Squire – Roof Replacement
- 4277 Country Squire – Roof, Siding, Windows, and Rain Gutters
- 4381 Harvester Farm – Window Replacement
- 10119 Cotton Farm – Fence
- 4322 Still Meadow – Roof and Window Shutters
- 4357 Farm House – Landscaping Retaining Wall
- 10002 Tumbleweed – Front Door
- 4361 Harvester Farm – Solar Panels and Roof Replacement



ACC Lead: Justin Mensen

Social Committee

2025 Actions & Updates

- Egg Hunt - Apr 2025
- Ice Cream Truck - May 2025
- 50th Anniversary Celebration - Sept 2025
- Halloween Trick-or-Treating - Oct 2025 (Trick-or-Treat 5:30 - 8:00 p.m.)
- Holiday House Decorating Contest - Dec 2025

Notes

- Thank you to all the attendees and volunteers at the 50th Anniversary Celebration!

2026 Plans & Next Steps

- Egg Hunt - Apr 2026
- Neighborhood Picnic - Sep 2026
- Halloween Trick-or-Treating - Oct 2026
- Holiday House Decorating Contest - Dec 2026

Social Committee Leads:
Laura Bucher and
Juliette Giordano
social@hickoryfarms.org





HICKORY FARMS 50th Anniversary Celebration!

Neighborhood Watch

Simple Commitment— Big Impact!

Our Neighborhood Watch is still going strong—thank you to David, Sarah, Michael, Mike, and Pete for your ongoing commitment! We've recently said goodbye to a few members who moved or retired, and we're especially grateful to our alumni—Bob, Chad, Carlie & Justin, and Jim & Barbara Bever—for their many years of dedication.

Now, we're looking for **more families like yours** to join us in keeping our community safe. **We are down to only five families and cannot do this alone!**

Join us and take an active role in keeping our neighborhood safe.

It's easy to join: **only 30 minutes per shift**, either late at night or early in the morning (Thursday–Sunday).

Family-Friendly Fun: Walk together, take the dog out, or do a quick drive—there's a way for everyone to join.

New This Year — Teen Service Hours! Teens can now earn service hours while helping our neighborhood.

Neighborhood Watch Lead

Allie Shaw

neighborhoodwatch@hickoryfarms.org



Budget

- Budget Highlights
 - Reserve Fund: ~ \$93,000
 - 2026 HOA Annual Dues: \$300
 - HOA Annual Fee Due Date: February 1, 2026
 - Expenses:
 - Common Area
 - Social Activities
 - Insurance
 - Legal Fees
 - Administrative Fees
 - Strategic Projects



Treasurer: Judy Deng

INCOME	
Assessments	\$59,400
Assessments - Late Fees	
Interest	\$2,200
Advertising	\$100
Legal Fees Recovered	
VPOAA Disclosure Fees	\$850
TOTAL INCOME	\$62,550
EXPENSES	
Common Area Maintenance	\$29,600
Common Area Improvement	\$3,700
Common Area Remediation	\$6,500
Insurance - Director's Liability & Surety	\$250
Insurance - General Liability	\$420
Legal Fees	\$2,580
Postage	\$310
Neighborhood Watch	\$310
Printing	\$2,500
Social Activities	\$2,000
Tax Preparation	\$600
Taxes & Government Charges/Fees	\$310
Capital Reserve Deposits	\$9,060
Administrative Fees	\$2,210
Strategic Projects	\$2,000
Bank Charges	\$200
TOTAL EXPENSES	\$62,550
INCOME LESS EXPENSES	\$0
Notes: Reserve Fund \$92,960 as of 07/31/2025 (Money Market and CD Account)	

2026 Board of Directors Ballot

Elections from the call or proxies

2026 Hickory Farms Board of Directors
Runners & Vote

- Steven Kubrak
- Clair Hill
- Judy Deng
- Pam Barrett
- Charles Chu
- Tad Weed



Common Areas Lead: Melissa Stark

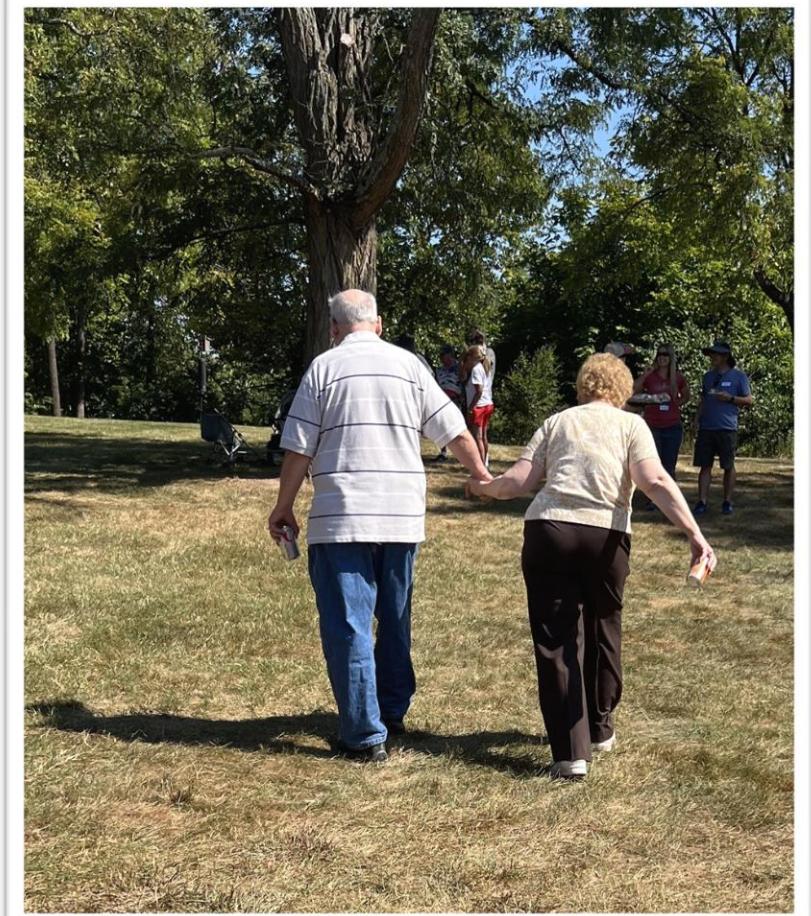
Wrap Up

Open Forum: Q&A and Discussion

Closing Remarks, Future Actions

Appreciation: Telah, Melissa, and Jennifer

Thank you to our departing board members and those community members who have gone above and beyond, as well as to those joining and those who continue to serve.



President: Steve Kubrak

Hickory Farms Community Association Annual Meeting Minutes

21 October 2025

Microsoft Teams

- Meeting opened at 7:00 by President Steven Kubrak
- At 7:05 the meeting was closed as a 1/4 quorum of homeowners (50) was not reached
- The meeting was restarted at 7:06 pm as the 1/8 quorum of homeowners (25) was met
- Secretary Clair Hill confirmed the quorum: 39 (reference spreadsheet)
 - Attendees: 18 (virtual)
 - Proxies: 21 (16 email, 5 paper)
- Reports were presented (reference slide deck)
- Budget was approved: 37 in favor, 2 abstain
- Board members approved
 - Steven Kubrak – President: 39 in favor
 - Clair Hill – Secretary: 39 in favor
 - Judy Dent – Treasurer: 39 in favor
 - Tad Weed – Member at large: 39 in favor
 - Charles Chu – Member at large: 39 in favor
 - Pam Barrett – Member at large: 36 in favor, 3 abstain
- Comments:
 - CAC: Redoing the beds at community entrances after the new signage installed in 2026.
 - CAC: Will need help for winter weeding from the community – will send out notices.
 - It was noted that the dues increased by 50% since 2019. Is the trend expected to continue.
 - Concern was raised about the posting of political signage and clarity regarding the community rules was desired.
 - It was suggested to communicate to homeowners what the board member responsibilities entail. The link for this info on HFCA website was provided: [Hickory Farms | Board of Directors](#)
 - The community was encouraged to attend Fairfax County's 2024 Environmental Excellence Award ceremony will take place on Thursday, October 30, 2025, from 6:00–8:00 p.m. where Melissa and Jarrett Stark will be receiving an award. An announcement was made in the October 2025 community newsletter, and it was suggested that an email reminder be sent to residents.
- Motion to adjourn made by Steve Kubrak; seconded by attendee Melissa Stark; all were in favor.
- Meeting adjourned at 8:10 PM

Notes

