

November 2019 CCA Meeting Minutes

Board members in attendance:

- Kate Bowerman
- Joe Gems
- Tanya Mazarowski
- Tina Jay
- Kari Uman (via Zoom)

Officers in attendance:

- Jonathan Miller, Treasurer

Residents in attendance:

- Rebekah Wingert-Jabi (1600)
- James Mescall (1606)
- John and Beebe Stroik (1638)
- Ed and Kerri Bundy (1656)
- Kanhong Lin (1660) (via Zoom)

Location: Lake Anne Elementary School library

1. **Motion to meet in a closed executive session:** Kate moved for the board to meet in a closed executive session regarding an arrearage suit. Joe seconded. All votes in favor. The motion passed, and the board will meet immediately following this meeting.
2. **Treasurer's Update:** Jonathan reported on October's expenditures. Dues are at 98% collected.
3. **Infrastructure Committee**
 - a. **Carport downspouts:** Erik Brandstaeder got three estimates to repair and replace the downspouts in the carports. The plan is to replace broken and dented downspouts and to reroute the downspouts for carports 2, 4, and 9 so that the water drains away from the road. Kate moved to allocated up to \$1,200 to All Seasons Gutter Services for the work. Kari seconded. 5 votes in favor. The motion passed.
 - b. **Carport storage unit doors:** Joe has gotten two estimates to replace the carport storage unit doors but there's a wide variation in the pricing. Joe will talk to vendors about a middle ground.
 - c. **Carport lighting:** Sundance Electricians repaired the broken lights in the carports.
4. **Stormwater Runoff Management - Contractor assessments and recommendations:**
 - a. There are several sites throughout the cluster where stormwater runoff is a concern.

- b. From June through November 2019, CCA board members met with multiple expert drainage contractors, three landscape architects or designers, and two Northern Virginia Soil and Water Conservation District (NVSWCD) scientists regarding stormwater runoff management at multiple sites throughout the cluster.
 - c. At the November 2019 board meeting, Kate Bowerman presented this research.
 - d. **1600-1608:** In September 2019, Rebekah Wingert-Jabi (1600) contacted the CCA board alleging that water from the common area behind her home was running off into property and causing property damage. Rebekah sent a letter that was signed by the owners of 1602, 1604, 1606, and 1608. Rebekah sent photos of water in the backyards and of water damage to the hardwood floors in her living room. Rebekah presented at the October 2019 board meeting.
 - i. Rebekah met with the NVSWCD soil scientist on Oct. 31 and is waiting for his written assessment.
 - ii. The experts' consensus is that the water issues experienced by the property owners of 1600-1608 is due to negative grading on private property, inadequate downspouts on the roofs, inadequate roof runoff management, and improper decking construction.
 - iii. The drainage contractors, landscapers, and the NVSWCD soil scientist recommended that a French drain placed in the backyards across 1600-1608 was the optimal solution. Rebekah stated that the French drain would be the best solution but that the homeowners cannot agree on implementing a French drain across the backyards.
 - iv. Instead, the homeowners request that the cluster build a berm and a swale in the common area and also do extensive landscaping in the common area.
 - v. Kerri Bundy and Rebekah said that the berm could be accomplished using biologs, which are logs made of rolled up coir.
 - vi. Drainage expert John McReynolds provided his written professional opinion that while a berm and swale would redirect water from the common area, it wouldn't solve the issues that are caused by negative grading, inadequate downspouts, and improper decking on private property, and thus was an incomplete solution.
 - vii. The board agreed to defer a decision until we received the NSWCD written assessment.
5. **Design Covenants:** Tina Jay (1678) explained her difficulties in replacing the siding on her home and requested that the CCA board amend the design standards to approve the use of vinyl siding. Board members and residents discussed the matter and decided that more research was needed.
6. **Tree Committee:** The removal of the two chestnut oak trees behind 1614-1616 wiped out the entire budget that the CCA board had allocated for tree work in FY2020. However, there is still an urgent need to prune the trees around the parking lot before winter comes. Tanya requested that we allocated an additional \$3,500 to pay for pruning the parking lot trees. The board debated where to take the money from. Joe Gems

suggested that we reduce the amount that we contribute to the reserve fund by \$3,500 to pay for the trees.

- a. Joe moved to authorize reallocating \$3,500 from the reserve fund contribution to trees. Tina seconded. 5 votes in favor. The motion passed.
 - b. Kari moved to authorize up to \$3,500 to SavaTree for tree trimming around the parking lot. Joe seconded. 5 votes in favor. The motion passed. Tanya will schedule the work.
7. **Sign:** Tina is seeking proposals for the entrance sign design work.
8. **Snow Plow Service:** Kate Bowerman presented the contract with Bill Farrar for snow plowing service. Kate moved that we authorize Bill Farrar's contract and authorize spending up to \$500 for his deposit. Tanya seconded. 5 votes in favor. The motion passed. Kate will coordinate with Jonathan to sign the contract and send the deposit to Bill Farrar.
9. **Consent Agenda**
 - a. **Approved the October 2 meeting minutes:** Kate moved to approve the October meeting minutes. Tina seconded. All votes in favor. The motion passed, and the minutes are approved.
 - b. **Select dates and locations for January, February, and March meetings and for the April annual meeting:** These are the upcoming meeting dates. Joe will contact Lake Anne Elementary to reserve rooms for the upcoming meetings.
 - i. January Board Meeting: January 8, 2020, at 7 pm
 - ii. February Board Meeting: February 5, 2020, at 7 pm
 - iii. March Board Meeting: March 4, 2020, at 7 pm
 - iv. Finalize & Approve Budget Meeting: March 25, 2020, at 7 pm
 - v. Annual Meeting: Thursday, April 2, 2020, at 7 pm
10. **Other Business:** Ed and Kerri Bundy expressed their unhappiness with the updated parking regulation regarding the provisioning of handicapped parking signs.
11. **Closed Executive Session:** The board met in a closed session to discuss a pending lawsuit regarding unpaid assessments.