

January 2022 CCA Board Meeting Minutes

January 6, 2022, at 7:05 pm on Zoom

Board members in attendance:

Kate Bowerman
Carl Friedrich
Tom Furlong
Kari Uman
Tina Jay

Residents in attendance:

Mary Millus
Krissy Jenkins

Officers in attendance:

Jonathan Miller

1. Call to Order

- a. Board member Kate Bowerman called the meeting to order at 7:07 pm.
- b. Quorum is met with 5 board members present.

2. Treasurer's Update: Jonathan Miller reported on the financial condition. As of January 6, 2022:

- a. \$12,654.22 expenses in December.
- b. Bank accounts are healthy.

3. Electronic Meetings Resolution

- a. Kate presented an update to the draft resolution for the Coleson Cluster policies and procedures regarding electronic meetings. The resolution allows for electronic meetings to be held in compliance with the Virginia Property Owners Association Act.
- b. Kate moved to adopt the resolution regarding the policies and procedures for electronic meetings; Kari seconded. All board members approved, and the motion carried.
- c. Kate moved to ratify all decisions made during the July, August, September, November, and December 2021 board meetings as documents in the approved meeting minutes; Tina seconded. All board members approved, and the motion carried.

4. Design Standards

- a. Kari presented a review of current design standards for entryways and outdoor lighting and will continue to investigate updates to propose to the board.

- b. Kari presented an update on the design standards for decks that was approved by the Reston Design Review Board on December 7th.

5. Lighting Repairs

- a. Jonathan presented an update on watchlight repairs in the cluster.

6. Snow Removal

- a. Jonathan presented an update on snow removal in the cluster. A new contractor will be lined up on a permanent basis soon.

7. Tree Work

- a. Carl presented an update on the planned Blade Runners work. No more work is planned for FY22.

8. Landscaping

- a. Tina presented an update on the status of implementing the master landscaping plan. HEMAX was onsite in December to install Phase 1 of the master landscaping plan (island, area around the directional signs, meadow behind 1600-1604, embankment across from 1622-1630, area in front of 1610-1620).

9. FY2023 Budget Planning

- a. Kate presented planning material for the next fiscal year including a review of the FY20 Reserve Study.

10. Consent Agenda

- a. Kate moved to approve the December 2 board meeting minutes; Kari seconded the motion. All board members approved, and the motion carried.

11. Other Issues

- a. Kate presented a request for a handicap parking space submitted by a resident following the Coleson Cluster guidelines for granting such permits.
 - i. Kate moved to reserve a handicap parking space for exclusive use of a resident at 1674; Tina seconded. All board members approved, and the motion carried.

12. Adjournment

- a. Kate moved to adjourn the meeting at 9:00 pm. Tina seconded. All approved. Meeting adjourned.