

# February 2022 CCA Board Meeting Minutes

February 3, 2022, at 7:05 pm on Zoom

**Board members in attendance:**

Kate Bowerman  
Carl Friedrich  
Tina Jay

**Residents in attendance:**

Lee DeCola  
Chuck Kraus

**Non-residents in attendance:**

Cat Castrence (Reston Association)

**Officers in attendance:**

Jonathan Miller

**1. Call to Order**

- a. Board member Kate Bowerman called the meeting to order at 7.05 pm.
- b. Quorum is met with 3 board members present.
- c. Kate moved to meet in executive session to discuss pending litigation. Carl seconded, and all voted in favor. The board met in executive session immediately after the open meeting ended.

**2. Treasurer's Update**

- a. Jonathan presented the February budget report and financial report. Checking and reserve accounts are healthy. We had \$3,3037.35 in expenses in January 2022.

**3. Design Standard**

- a. Kate presented two different light fixtures in specific color options. Kate moved to send the proposed design standard to the homeowners for feedback; Carl seconded; and all in favor. Motion passed.

**4. Landscape Design**

- a. Tina is working with Hemax to schedule the completion of the landscaping project behind 1600-1604. Hemax is waiting on backordered plants and on the weather to warm up to complete the planting work.
- b. Hemax will also install the handicap sign for 1674 Wainwright when it comes to complete the landscaping work.

**5. FY2023 Budget Planning**

- a. Board members presented estimates on capital improvements:
  - i. Asphalt/Parking Lot Repairs: Tom talked to Dominion Paving and is waiting on an estimate

- ii. Carport Repairs and Parking: Kari talked to two contractors and is waiting on estimates
  - iii. Concrete Sidewalk Repairs: Carl will follow up with Bright Construction for estimates on the remaining concrete work
  - iv. EV Charging: Carl talked to vendors who provide EV electrification in parking garages. The initial back-of-the-envelope costs to update each carport to support EV charging is high. RA requires DRB approval of EV charging stations.
- b. Board members discussed expected operational expenses:
- i. Grass: Kate talked to Blade Runners for an estimate on overseeding and core aeration for the entire common area and is waiting for an estimate.

## **6. Consent Agenda**

- a. Kate moves to approve Jan. 6, 2022, meeting minutes; Carl seconded; and all voted in favor. Minutes were approved.
- b. Kate moves to approve Jan. 15, 2022, meeting minutes; Tina seconded; and all voted in favor; Minutes were approved.

## **7. Other Business**

- a. Fairway Apartments is planning to reconfigure their trash facility and sent a notice to the Coleson Cluster Association per RA DRB requirements.
- b. Amanda Rarick (1674) emailed the board to complain about parking.
- c. Lee DeCola (1626) emailed the board and came to the meeting to complain about dog waste in the common area. Several people attending the meeting reported that they also had seen dog waste in the common area.
  - i. Cat Castrence from RA provided insight regarding enforcement options. Options are: file a complaint on the Fairfax County FIDO complaint system; file a police report FIDO County complaint and can file a police report to specific persons of interest.
  - ii. Board agreed to send email to residents reminding folks to pick up after their dogs.
- d. RA Covenants Enforcement. Cat Castrence discussed how RA enforces covenants.
  - i. How does a cluster enforce yard/home maintenance? Cat says RA can inspect for only a few reasons: 1. Upon home resale; 2. During a cluster wide inspection; and 3. When a complaint is filed with RA (this is not anonymous) with RA.
  - ii. Invited Cat to attend the annual members meeting in April to discuss RA standards and processes.

## **8. Adjournment**

- 1. Kate moved to adjourn; Carl seconded; and all in favor 8:03 pm. Meeting adjourned. The board met in executive session immediately afterwards.