

March 7, 2024 Coleson Cluster Association (CCA) Board Meeting Minutes

7:00 pm on Zoom

Board Officers in attendance:

Carl Friedrich, President
Jonathan Miller, Treasurer
Mary Bloom, Secretary

Directors in attendance:

Kari Uman, Director
Kate Bowerman, Director

Board absentees:

Brent Kynaston, Vice President

Residents in attendance:

Erik/Rachel Brandstadter
Rick Quaresimia
Mike Zolandz
Chuck/Pat Kraus
Carolyn Miller
Tina Jay

1. Welcome & Call to Order

- Carl, Board President, called the Board Meeting to order at **7:05 pm**.
- Quorum is met with a minimum of **four** Board Members present.

2. Treasure's Update and Financial Report, Jonathan

Carl moves to approve the Treasurer's Report.

Kari seconds the motion. | APPROVED by all Board Members present.

Per email from Jonathan, Cluster financial standings are outlined below:

- Cluster Balance: **\$52,935.82**
- **\$19,038.48** Cluster Reserve Fund Balance
- **\$6,649.02** February 2024 Expenses

3. Tree Work, Kate

Goal: Continuous and ongoing Capital Improvement Project to provide a safe and sustainable environment by maintaining the existing tree canopy in and around the Cluster. Tree removal and pruning is prioritized to protect people, pathways and property.

- DRB application has been approved for the oak tree overhanging #1622. Pending work to be scheduled.
- **Spring Cluster Walkthrough for Tree Assessment** with Blade Runner Arborist, TBD. Generally slated for April/May.
- **Carl** will take over tree initiatives from Kate after she leaves the Board.

4. Landscape Updates, Mary

Goal: Through the establishment of the Landscape Working Group (LWG), this is an ongoing and collaborative effort by Board Members and residents to protect and maintain the beautification of common areas in and around the Cluster. Volunteers to work together to monitor and care for plant installations, and to provide support for garden and landscaping needs.

- Spring is coming! Mary to plan upcoming LWG pre-season get together. Location/Date/Time TBD.

6. Board Meeting Minute Approvals

Carl moves to approve the **February 2024 Board Meeting Minutes**.

Kari seconds the motion. | APPROVED by all Board Members present.

OTHER BUSINESS

RELAC & Coleson Cluster Draft AC Compressor Guidelines for RA/DRB Approval – Carl

- Comments re: RELAC CoOp.
- Discussion on proposed Cluster Standards for Compressors.
 - Based on RA/DRB recommendations.

Coleson Cluster Proposed Guidelines for Installation of External AC Compressor Units for DRB Approval:

- External HVAC (central A/C compressors) are to be installed with DRB application to include appropriate screening that minimizes visual impact from sidewalks, public right of ways, and neighbors.
- AC compressors should be located parallel to exterior walls and the vertical parts of the suction and discharge lines going from the compressor to the house need to be installed in a professional manner and covered with metal or trim material matching either the house color or the trim color of the house.
- Exterior HVAC units shall provide cooling functionality only. Heat pumps are not permitted.
- Maximum noise rating of compressor is 72 dBA or maximum noise rating set by Fairfax County regulation, whichever is lower.
- Compressor unit dimensions should be equal or less than 36"Wx36"Dx42"H

Rick – Interest in understanding the reasoning behind heat pump restrictions, as it is an efficient technology.

Carl – The Cluster is already plumbed for natural gas. Heat pumps run in the winter to support heating homes, causing compressor noise all year rather than just in the summer to cool homes.

Jonathan – proposes adding language identifying the allowable locations for a compressor on a property.

Emails to Board re: draft Cluster AC Compressor Guidelines – Mary

- Tanya Mazarowski (absent) – requests we strike the language from our proposed Guidelines regarding heat pumps.
- Tina Jay – supports all proposed language.
- Vernon Wyly – questioned the flexibility of the specified compressor size, as units may vary. Proposes going with a square footage over dimensions.

Upcoming Board of Elections – Mary

Two seats are open for elections.

Call for candidates have been announced via email to residents.

March 24	FINAL Call for Candidates - due by 5pm!
Mar 25 – Apr 4	Election Buddy Ballots are distributed to residents
April 4	FINAL ballots – due by 5pm sharp!
April 4, 7pm	Annual Board Meeting + Election Results

Annual Meeting – Carl

April 4, 7pm.

Spring Cleanup Planning – Kari

Looking into yardwaste recycling options. Dumpster does not compost material, all waste goes into a landfill. May change direction and focus cleanup attention on cleaning the carports. Looking for suggestions on other cleanup ideas, or options for hauling yardwaste away.

Parking Standards – Kari

Email went out re: standards.

Adjournment

Carl moves to adjourn the **March** Board Meeting at **8:10 pm**.

Kari seconds the motion. | APPROVED by all Board Members present.

Attestation

These minutes were approved at the **CCA Annual Board of Directors Meeting on April 4, 2024**.

Signed:

2024 Board Meetings + Upcoming Important Dates

February Board Meeting – Thursday, **February 1** at 7:00 pm on Zoom

March Board Meeting – Thursday, **March 7** at 7:00 pm on Zoom

FY25 Budget Meeting – Saturday, **March 30** at 9:00 am on Zoom

Annual Board Meeting & BOD Elections – Thursday, **April 4** at 7:00 pm on Zoom

May Board Meeting – Thursday, **May 2** at 7:00 pm on Zoom

CCA Spring Cleanup and Social – **TBD** (Tent. May 19)