

August 8, 2024 CCA Board Meeting Minutes

7:00 pm on Zoom

Board Officers in attendance:

Carl Friedrich, President
Brent Kynaston, Vice President
Jonathan Miller, Treasurer
Mary Bloom, Secretary

Directors in attendance:

Kari Uman, Director

Residents in attendance:

Diane Thompson

Board absentees:

Greg Fortunato, Director

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: **\$33,439.32**
- **\$55,772.22** Cluster Reserve Fund Balance
- **\$3,053.56** July 2024 Expenses

Notable expenses: VA SCC - State Corporation Annual Fee

3. Tree Work, Carl on behalf of Greg

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.

- Cost to remove dying tree behind #1644 - #1646 is going to be split into thirds as it falls on private and Cluster property. Agreement with residents has been arranged, per Greg Fortunato. Coleson Cluster will pay Blade Runners (\$3,276.61), residents will reimburse the Cluster.
- Greg to work with Kari Uman on finding a location to plant an Eastern Redbud tree.
- Freya De Cola provided information regarding free trees from Fairfax County. We will check out the list!

4. Landscape Updates, Mary

Goal: The Landscape Working Group (LWG) is an ongoing volunteer collective of Coleson Cluster Board Members and residents who work together to support the maintenance and beautification of common areas in and around the Cluster. The LWG will act as an advisory to the Board on addressing landscaping needs, and the use of sustainable best practices that promote eco-friendly and beneficial environments.

- 2024 Landscape Budget: **\$2,500**
- **Upcoming:** Cluster Resident LWG Walk Around, TBD... when it's cooled off and after the rain!
- Carl would like "no pee signs" posted to strategic areas in the Cluster to curb dogs from urinating.
- **Watering Service** – Carl / Kari
 - **July 28, 2024 Cluster Assessment Walk**, Brent and Kari denoted common areas around the Cluster that are suffering from drought conditions and require regular watering to support the landscaping. Kari/Brent/Carl to draft a letter requesting residents to water adjacent common areas.
- **Action Item:** Need to acquire a third quote for Landscaping services. Though Shenendoah Landscaping provided a service list, there's no pricing. General, most full-service landscape or grounds management companies are going to offer relatively the same selection of services, given that these are the services you would need to maintain your grounds (i.e., mowing, edging, trimming, etc.). Minor trade-offs are reflected in the customer service and execution of tasks. Overall, it comes down to the cost of the base contract and add-on services.

LWG Agenda for 2024

Portion of Areas 1 & 2 (the bank in front of #1660 - #1664)

- ✓ Miscanthus grasses have been rearranged, and are being nurtured back to health;
- ✓ pollinator garden has been installed with a good foundation of plants (colorful coneflower mix, blazing star, sage, mountain mint, butterfly weed, yarrow, hyssop, lambs ear, catmint, phlox, boxwoods have been added for winter interest. Lavender and bee balm were existing);
- install oak leaf hydrangea and sweet spire above the French drain;
- still trying to get Hemax to replace failed grasses... lost cause!

Portion of Area 4 (the bank across from #1622 - #1632) – **the Meadows!**

- ✓ pruned random shrubs, trees and all the azaleas;
- ✓ surrounding groundcover (mix of vinca and pachysandra) has been mostly weeded;
- ✓ installed new plants on bank across from #1626 (Freya/Lee), bee balm, chicory, germander, comfrey;
- thin + transplant the hostas (to be done in the springs);
- thin + redistribute ground cover mix (green & gold, ginger need shade);

Portion of Area 6 (the area around Carport #9)

- ✓ trimmed holly trees, pruned + rearranged hostas (let's try to salvage some of the holly);
- **Fall clean-up focus:** remove the butterfly bush, remove grass, remove large evergreen on corner;

Install pink turtlehead and heuchera;

Bonus Planting – Tree well across from #1644: astilbe, ferns, heuchera and violets to compliment liriop.

5. Board Meeting Minute Approvals

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

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

OTHER BUSINESS

Rain Garden Updates – Carl

- Installation is officially complete! Per email from Sandra Colina, Community Compliance Manager with Reston Association, dated Friday August 2, 2024, to Carl Friedrich (cc: to Cluster Board), the complainants have withdrawn their appeal, and the RA Board will be notified at their September 26, 2024 Meeting.

Fall Clean-Up / Oktoberfest – Kari

- **Saturday, October 26!** Kerri Bundy to follow up with option for FREE dumpster from FFX.

Watering Service – Carl / Kari

- **July 28, 2024**, Brent and Kari denoted common areas around the Cluster that are suffering from drought conditions and require regular watering to support the landscaping. Kari/Brent/Carl to draft a letter requesting that residents participate in watering adjacent common areas.

Short Term Rentals – Carl

- Kari to reach out to Cat for any official language from RA that prevents residents from using their homes as short-term rentals (i.e., Airbnb). Per Fairfax definition, short-term lodging is defined as any occupancy that’s less than 30 days. Ray will be consulted on language for Bylaws.

Cluster needs updated fence standard – Kari

- Fences cannot be fully enclosed.

Adjournment

Carl moves to adjourn the **August Board Meeting at 8:24 pm**.

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

Attestation

These minutes were approved at the **Coleson Cluster Association Board of Directors Meeting on September 5, 2024**.

Signed:

2024 Board Meetings

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

September Board Meeting – Thursday, **September 5** at 7:00 pm on Zoom

October Board Meeting – Thursday, **October 3** at 7:00 pm on Zoom

Fall Cleanup and Oktoberfest – Saturday, October 26!

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