

August 7, 2025 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
Brent Kynaston, Vice President

Residents in attendance:

Pat/Chuck Kraus (#1656)
Chad Hill/Misty Knotts (#1688)
Lee DeCola

Board absentees:

Greg Fortunato, Director

1. Welcome & Call to Order

- Carl Friedrich, President, called the Board Meeting to order at **7:02 pm**.
- Quorum is met with a minimum of three 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 Jonathan, Cluster financial standings are outlined below:

- Cluster Balance as of 8/7/25: **\$30,592.53**
- **\$80,927.42** Cluster Reserve Fund Balance
- **\$3,972.09** Total July 2025 Expenses

Notable expenses: \$25,000 of the \$30,965 FY25 reserve fund contribution has been transferred. The remaining balance of \$5,695 to be transferred to the FY25 reserve fund.

3. 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.

2025 LWG Summary

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

- ✓ At #1660, added more pollinators plants (e.g., clethera, hyssop, phlox, asters, speedwell, mountain mint varieties, cone flower, butterfly weed, etc.)
- ✓ At #1664, removed ivy, added pollinators (e.g., false indigo, hosta, spirea).
- In progress—at #1666, removed ivy, weeded, and installed liriopoe, hosta, heuchera.

Area 6 (the area around Carport #9)

- ☐ In progress—at #1640, weeded and removed ivy groundcover and overgrown privet. Left existing vinca but gave it a shape. Trimmed azalea and viburnum. Installed pollinators (e.g., clethra, phlox, aster, coneflowers).
- ☐ Suspected hosta X virus in the soil. **NO HOSTAS** to be planted in this area until next year.
- ☐ Need help removing root ball of privet.

Other Property Management News

- Water issues are occurring behind #1688 (Chad & Misty) due to past RELAC work. They will be looking at options to install a swale to redirect the water.
 - They have been provided a list of area designers.
 - Swale to include native plants.
 - Board to approve proposed design.
- Working with Plant NOVA Natives and PRISM (third party non-profit) to coordinate a walk through for a Cluster invasives inventory.
- Working to verify next steps along Green Path and disturbed areas from the adjacent development. RA is a typical dead end for assistance.

4. 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.

Upcoming Event. Greg met with Terry Turner (Blade Runners) who submitted a proposal for tree maintenance of \$13,977, less work than last year.

- Blade Runners has completed tree service in the Cluster for the time being. Next work order will take place in approx. 6 months.
- Trees behind #1626 need to be assessed. (DeCola)

5. Board Meeting Minute Approvals

NOTE per Board email: All outstanding meeting minutes—those from **May, July and August**—will now be approved at the **September Board Meeting**. (The Board did not meet in the month of June.)

OTHER BUSINESS

2026 Capital Improvement Project – Carl on behalf of Greg

Carport Restoration Working Group: Greg, Kari, Brent, Carl, and Paul Lang (resident)

- Need more Bids.

HVAC Installation Guidelines – Carl

RA has asked Coleson Cluster to submit standards for compressors.

Upcoming Event: Sunday, September 14, 2025 at 10am. Board will hold a Working Group Meeting to review draft guidelines.

NOVA Urban Forest Roundtable – Kari

Thursday, July 31, 2005, all day at The Woodlands at Algonkian.

- Need to consider a third-party arborist for assessment on health and maintenance of our tree canopy.
- Need guidelines for what residents can and can't plant and where. Avoid putting in invasives.

Vantage Hill Development – Kari / Carl

Concerns over the water and silt drainage from next door.

Oktoberfest and Cluster Clean Up – Kari

Kari is working on two-part application process for a free dumpster! This year is BYOB!

Adjournment

Carl moves to adjourn the **August Board Meeting at 8:06 pm.**

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

2025 Meeting Dates

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

September Board Meeting – Thursday, **September 4** at 7:00 pm on Zoom

October Board Meeting - Thursday, **October 2** at 7:00 pm on Zoom

Cluster Clean-Up & Oktoberfest! - Date TBD

November Board Meeting - Thursday, **November 13** at 7:00 pm on Zoom