

February 5, 2026 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:

Lori Johnson, Appointed Director

Board absentees:

Kari Uman, Director

Residents in attendance:

Chuck/Pat Kraus
Mike/Susan Zolandz

1. Welcome & Call to Order

- Carl Friedrich, President, called the Board Meeting to order at **7:06 pm**.
- Quorum is met with a minimum of three Board Members present.

2. Treasure's Update and Financial Report

Carl moves to approve the monthly Treasurer's Report.

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

Per Jonathan, Cluster financial standings are outlined below:

- Cluster Balance as of 2/5/26: **\$49,517.57**
- **\$81,029.47** Cluster Reserve Fund Balance *
- **\$3,380.85** Total January 2026 Expenses

Notable: The remaining balance of \$5,695 is yet to be transferred.

* Considering moving Reserve funds into a Savings Account over a Money Market Account.

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.

- Shenandoah Landscaping 2026 contract has been cancelled. Working with Blade Runners on contract for upcoming 2026 year. Quoted services are \$21,235 for the year.

2026 LWG Goals

- February – Clover seeding. Areas TBD.
- March – Pruning: hydrangea, viburnum, others TBD.
- Reminder to connect with Dominion to reseed the damaged ground at the Meadows.
- Reminder to review landscaping and seeding needs along carport #1 (#1680) and the adjacent stairs, where water main break and repairs occurred.

4. Tree Management, Carl

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.

- (3) trees previously prioritized for winter removal are on hold until Spring.
- Carl has reached out to Riverbend Tree Svc, Save a Tree, Growing Earth Tree Care for third-party arborist services.

Action Item: Carl will schedule free arborist consultations. To take place in late winter, prior to routine Spring Walkthrough with Terry Turner (Blade Runners).

5. Capital Improvement Project

Carport Restoration Working Group: Kari, Lori, and Paul Lang, Mike Zolandz (residents)

- Obtained quotes from Keith Dolan (Dolan Contracting); Gerson Rodriguez (Prototype Buildings LLC); and Scott (Zampiello Paint Contractors, Inc.).
- Itemized services ranged from power washing, painting and/or capping the dry rotted boards, depending on carport. Cost of services: \$56K, \$47K, \$23K.

Action Item: Lori, Kari, Paul and Mike to review contracts and estimated costs for Draft FY27 Annual Budget. Kari and Jonathan to research options for financing. Due by 2/15/26 Budget Working Session Meeting.

6. Board Meeting Minute Approvals

Carl moves to approve the **January 2026 Board Meeting Minutes**.

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

OTHER BUSINESS

Cluster Front Lights + Light Pole Repair – Carl / Jonathan

Lights are out at front entrance sign and adjacent carports #1-#2 (along Wainwright). Repair work by electrician is still on hold until temperatures change; all is dependent on the weather and complicated by current snow.

Action Item:

- Carl's electrician has been retained to fix the lighting by connecting a new line of power from light pole near #1686/#1684 to carports and signage as early as possible. Trenching and MissUtility needs to be coordinated in advance.
- Jonathan has submitted ticket to Dominion to fix the flickering parking lot light poles along Cluster entryway (unrelated to the front entry/carport outage).

Damaged Stairway + Common Area Landscaping – Carl

Fall 2025: Major water leak next to carport #2. FFX Water Department repairs damaged Cluster stairs leading from surface lot to #1688-#1682.

HVAC Compressor Screening Design Standards – Carl
Cluster screening guidelines are still undergoing DRB review.

FY27 Annual Budget + Annual Meeting Planning – Mary
2/15/26, 10 am: Board’s Annual Budget Working Session. (Draft Proposal)

Upcoming Resident / Meeting Schedule:

Thursday, **March 5, 2026**: Board Meeting – **DRAFT FY27 Budget Presented**

Friday, **March 20, 2026**: Resident comments on DRAFT FY27 Budget are due to Board.

Thursday, **March 26, 2026**: 7:00 pm on Zoom. **FY2027 Annual Budget Approval + Adoption Meeting**

Elections: (2) Board of Director seats will be open (Kari and Brent). Call for candidates!

Adjournment

Carl moves to adjourn the **February Board Meeting** at **8:12 pm**.

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

Attestation:

These minutes were approved at the **CCA May Board Meeting** (post Annual Meeting) on **May 12, 2026**.

Meeting Dates

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

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

Proposed DRAFT FY27 Annual Budget Presentation

**** FY2027 Annual Budget Approval Meeting** – Thursday, **March 26** at 7:00 pm on Zoom

No Regular Monthly April Board Meeting on April 2

**** 2026 Annual Meeting – IN PERSON!**

Thursday, April 9, at **Reston Community Center Gallery**, Lake Anne Plaza

5:30 pm – Resident Meet + Greet

7:00 pm – Annual Meeting, Election Results + Presentation

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

**** Springtime Cluster Clean Up** – May 2, 2026

June Board Meeting – Thursday, **June 11** at 7:00 pm on Zoom