October 1, 2026 Coleson Cluster Association (CCA) Board Meeting Minutes

7:00 pm on Zoom

Board Officers in attendance:	**Directors in attendance:**	**Residents in attendance:**
Carl Friedrich, President	Kari Uman, Director	Pat/Chuck Kraus
Lori Johnson, Vice President	Jonah Goobic, Director	Paul Lang
Jonathan Miller, Treasurer		
Mary Bloom, Secretary		

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

Treasurer's Report has been presented and reviewed by the Board.

Cluster financial standings are outlined below:

- Cluster Balance as of 10/1/26: **$13,346.37**
- **$68,849.54** Cluster Reserve Fund Balance
- **$3,154.73** Total September 2026 Expenses
  Notable standings: Dominion Energy essential services for carport/walkway lighting repairs.

Action Item: Per RA, the recommended allocation of assessment income HOA's contribute to their Reserve Fund will be increasing. Carl to follow up with Stacey O'Bryan, Reserve Analyst with PM+Reserves on the impact and/or adjustment to our Reserve Study.

3. **Landscape + Grounds Keeping**, 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.

- FY27 Landscape Budget: **$2,500** (Grounds Improvement Line Item of adopted **Budget Report**)
- 9/30/26 – Landscape / Tree Walkthrough – Mary Bloom and Terry Turner. Discussed our request for an additional topcoat of riverjack in swales around select carports. Assessed possible laurel wilt disease affecting the skip laurels at #1600. Reviewed issues with grounds crew. Terry to follow up and connect us with Graphite Hill's master naturalist for accurate assessment on laurels and other questions and concerns.

- 10/3/26 – Fall Cleanup Activities and Tasks.
  - Signs need to be resurfaced with teak oil.
  - Area 6: remove viburnum, ivy and all vinca ground cover.
  - Area 6a: (retaining wall garden at #1618-#1614): remove grasses.

- Hole Diggers and Planters needed. Shrubs purchased from Walker Nature Center sale:
  - 2 beauty berry bushes along Carport #12/#1634 (do we remove the old viburnum?)
  - 2 spicebush for the top of the bank @ #1688
  - 3 blue berry at garden in front of #1600
  - 2 winterberry on bank at #1656
  - 1 viburnum @ #1658

- In Progress… Understory Replacement Tree List (medium sized) Spring Flowering:
  - Serviceberries
  - Redbud
  - Fringetree
  - Flowering Dogwood
  - Sweetbay Magnolia
  - American Hornbeam
  - PawPaw
  - Green Hawthorn
  - American Persimmon
  - Hophornbeam
  - Chickasaw Plum
  - American Plum
  - Sassafras

- In Progress… Invasive/Aggressive, Non-Native Shrub Alternatives:
  - Red and Black Chokeberry
  - New Jersey Tea
  - Buttonbush
  - Gray Dogwood
  - Witch Hazel
  - Wild Hydrangea
  - Saint John's Wort
  - Winterberry Holly
  - Virginia Sweetspire
  - Spicebush
  - Southern Bayberry
  - Ninebark
  - Fragrant Sumac
  - Staghorn Sumac
  - Winged Sumac
  - Carolina Rose
  - Meadowsweet
  - Highbush Blueberry
  - Arrow-wood Viburnum
  - Possum-haw Viburnum
  - Blackhaw Viburnum

4. **Tree Work**, Carl

Goal: A continuous Capital Improvement Project to maintain a safe, healthy, and sustainable environment through the ongoing management and enhancement of the Cluster's tree canopy. This volunteer effort focuses on best practices and seasonal evaluations for preservation, maintenance and renewal of trees, and to ensure a long-term canopy succession, while prioritizing services when necessary to protect people, pathways, and property.

- Tree removal is complete for 2026.

5. **Infrastructure + Hardscape Design Management**, Kari, Lori, Jonathan

Goal: The Infrastructure and Hardscape Design Management Subcommittee is proactive in planning and executing short- and long-term capital improvement projects that preserve the Cluster's physical assets. The volunteer collective of Coleson Cluster Board Members and residents work together to maintain the Cluster's built environment and design standards, prioritizing safety and functionality, while enhancing property values and aesthetic appeal through practical repairs.

Surface Lot Lighting, Jonathan, Mary, Paul

Paul Lang finished the inventory of the Cluster's surface lights. Issues to Resolve:

- Poles are painted in various shades of black with matte to gloss finishes.
- There are approx. 6 types of light fixtures, bulbs, and temperatures (orange to blue hues).
- Dominion owns and maintains the poles, doesn't offer suitable fixture replacements that meet RA DRB approval, and overall, is difficult to coordinate with regarding design options.
- Carport lights are owned by the Cluster. Flood lights also include a variety of temperatures. Replace all 24 outdoor flood lights in the carports with matching bulbs/temperatures.

Action Items:

Carl will help find someone at Dominion who can advise on new and improved lighting options.

New Design Standard Updates in the Works, Kari, Lori,

- Siding standard for replacing vertical panels. 4"-6"-8" grooves of a manufactured siding material (Hardie board, Fiber Cement board, Poly Ash etc.).
- New house, door and trim colors. (Sherwin Williams offers Reston discount.)
- Residents to provide feedback for DRB approval.
- Clarifying deck colors/stains, TBD.

6. **Board Meeting Minute Approvals**

Carl moves to approve the **September 2026 Board Meeting Minutes**.
Lori Seconds the motion. | APPROVED by all Board Members present.

OTHER BUSINESS

October 3rd Cluster Cleanup and Oktoberfest – Kari

All hands on deck to help with cleanup and festivity setup! Dumpster will be accessible from 9am - 2pm. Rolling Stone Knife Sharpening vendor will be in Mary's carport. Josie is doing the facepainting.

Oktoberfest: 60 RSVPs. 12 tables and 40 chairs. Total cost $304.58

BYOB, bring a dish to pass… And maybe even an extra chair 😊

VDOT Coordination for Improved Safety – Carl

Carl to work with VDOT to reserve (2) spots along Wainwright at Cluster entrance. Adding "no parking" restrictions will help with visibility and safety when making a left out of the Cluster. Street parking is likely to become more congested and frequent with neighboring development.

> 1-800-FOR-ROAD https://my.vdot.virginia.gov/
> On **VDOT-maintained roads,** VDOT is responsible for determining if parking should be restricted. VDOT will designate parking restrictions on public roads if needed to improve safety or sightlines.

Adjournment

Carl moves to adjourn the **October Board Meeting** at **8:23 pm**.

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

Attestation

These minutes were approved at the **Coleson Cluster Association Board of Directors Meeting** on **November 5, 2026**.

Upcoming Meeting Dates

September Board Meeting – Thursday, **September 3** at 7:00 pm on Zoom
October Board Meeting – Thursday, **October 1** at 7:00 pm on Zoom
Fall Cleanup + Oktoberfest! 10/3/26, 9am
November Board Meeting – Thursday, **November 5** at 7:00 pm on Zoom
December Board Meeting Thursday, **December 3** at 7:00 pm on Zoom