

Cascades Park Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, August 13, 2018 – 7:00 pm

APPROVED

Clubhouse
21811 Mornington Crescent Terrace
Sterling, VA 20166

BOARD MEMBERS PRESENT

Kevin Weltens President
Stefan Giede Secretary
Heidi Lathrop Treasurer
Rajdeep Junnarkar Member at Large

BOARD MEMBERS ABSENT

AJ Glascock Vice President

MANAGEMENT ATTENDEES

Dana Mirch Vice President of Management, SFMC, Inc.
George Ellis Community Manager, SFMC, Inc.
Amy Showker Recording Secretary, Notable Minutes, Inc.

HOMEOWNERS PRESENT

Wanda Chambers
Joan Defino

VERIFICATION OF QUORUM AND CALL TO ORDER

Mr. Weltens verified quorum and called the meeting to order at 7:00 pm.

OPEN FORUM

Ms. Chambers stated that she appreciated the Board volunteering their time for the community. Ms. Defino stated that there are many renters in the townhome section of the community. Ms. Chambers expressed concerns regarding parking in the community. Management stated that they have contracted with Signal 88 to monitor parking. Management stated that the Board needs to specify how they want Signal 88 to monitor parking. Ms. Chambers stated that she wanted overnight parking on the side streets to be monitored more closely. Ms. Defino read a statement she crated regarding the parking issues. She recommended posting signs stating “no overnight parking midnight to 9:00 a.m.” Mr. Weltens stated that parking was discussed at the July meeting and there would be continued conversation regarding the issue.

Ms. Defino asked if there was a newsletter sent via mail to residents with reminders regarding parking, trash pick-up, pool, pet waste stations, etc. The Board discussed trash pick-up times. The Board discussed the upcoming elections and the need for representation from the townhome community. The Board continued to discuss parking issues, and the need for guest parking. Ms. Defino stated that Signal 88 was not patrolling parking consistently. The Board asked if Ms. Defino would be interested in drafting the community newsletter. Ms. Defino stated that she would be willing to draft the newsletter. The Board discussed the pool party and Halloween party.

COMMITTEE REPORTS

- 1) Covenants Committee – Mr. Giede stated that some homeowners still have contractor signs in their yard.
- 2) Website Committee – Mr. Junnarkar stated that he was still working on the website. Mr. Junnarkar stated that he was behind on publishing the minutes on the website. The Board briefly discussed the portal idea.
- 3) Newsletter Committee – The Board discussed when the newsletter should be published.

APPROVAL OF MINUTES

Management and the Board requested that a copy of the draft minutes be sent to rjunnarkar@cascadespark.com.

MOTION: Ms. Lathrop moved, Mr. Weltens seconded, to approve the July 9, 2018 meeting minutes as submitted. The motion passed unanimously (4-0-0).

FINANCIAL MANAGEMENT

Management reviewed the financial report as presented in the Board Packet. Management specifically discussed the operating Budget and recommended doing the milling/paving project as planned. Management stated that they plan to review the operating budget in greater detail to determine how to prioritize reserve study items. Mr. Weltens outlined some the outstanding capital improvement projects for the community. He stated that lighting needs to be addressed throughout the community. Management stated that they would budget to complete the irrigation, road, lighting, and tot lots projects.

The Board discussed the redesign of the pool and clubhouse. The Board discussed some of the issues with the pool and clubhouse. Mr. Weltens asked Management to send the survey data regarding the pool and clubhouse to the Board. The Board discussed the association fees for the single family and townhomes.

The Board discussed renewing the amenities agreement with Cascades Place Condo Association.

CONTRACT SERVICES

- A. Grounds Maintenance – For Board discussion. Mr. Weltens asked about the tree removal, and Management stated it had been removed but the stump needs to be grinded.
- B. General Maintenance – For Board discussion. Management stated that they would address the door in the pool house.
- C. Pool Management Services – For Board review and discussion. Mr. Weltens stated that Mr. Glascock needs to review the pool contract before signing it. Mr. Giede stated that there were issues with the “over” enforcement of pool rules regarding inflatable items.
- D. Signal 88 Patrol – For Board discussion. Mr. Weltens asked if there was another company that patrols parking. Management stated that they would investigate it. Management recommended towing vehicles as necessary. The Board discussed the parking issues raised by the homeowners. Mr. Weltens recommended posting information about parking to encourage compliance. The Board discussed conducting a survey about parking. The Board asked Management to determine the criteria for designating a fire lanes.

OLD BUSINESS

- A. Tot Lot – For Board review and consideration. The Board discussed the tot lot proposals. The Board asked Management to get proposals from All Rec. The Board discussed the abandoned home. Management will investigate and follow up with the Board. Mr. Weltens stated that there are residents who need to be sent a violation letter. Management will follow up.

Mr. Junnarkar asked that there be a limit for residents speaking during open session. Mr. Weltens stated that they give residents 5 minutes to speak.

NEW BUSINESS

Nothing to report.

RESIDENT AND MISCELLANEOUS MATTERS

Nothing to report.

EXECUTIVE SESSION

MOTION: Mr. Weltens motioned, Ms. Lathrop seconded, to enter executive session at 9:34 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens motioned, Mr. Giede seconded, to exit executive session at 9:40 p.m. The motion passed unanimously (4-0-0).

ADJOURN

MOTION: Mr. Weltens motioned, Mr. Giede seconded, to adjourn the August 13, 2018 meeting at 9:40 p.m. The motion passed unanimously (4-0-0).