

**Cascades Park Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, June 14, 2021 – 7:00 p.m.**

***** Meeting was conducted via teleconference due to concerns over Covid-19 *****

BOARD MEMBERS PRESENT

Kevin Weltens	President
AJ Glascock	Vice President
Heidi Lathrop	Treasurer
Cathy Daum	Member at Large <i>{joined the meeting at 7:07 p.m.}</i>

BOARD MEMBERS ABSENT

Christine Alexander	Secretary
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MANAGEMENT ATTENDEES

Monica Burdock	Community Manager, SFMC, Inc.
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OTHER ATTENDEES

Paul Bjorlo	Recording Secretary, Notable Minutes, Inc.
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HOMEOWNERS PRESENT

No homeowners participated in tonight's meeting.

I. CALL TO ORDER & VERIFICATION OF QUORUM

Mr. Weltens called the meeting to order at 7:06 p.m. and verified a quorum was present.

II. OPEN FORUM

Nothing was discussed during this portion of the meeting because no homeowners participated.

III. COMMITTEE REPORTS

A. Covenants Committee: Ms. Burdock advised the Board that 2nd violation notices were recently mailed out to residents (as a follow-up to the first round of notices, which were sent in May).

B. Website Committee: Nothing was discussed.

C. Newsletter Committee: Mr. Weltens is currently working on the next iteration of the newsletter and hopes to have it ready to send out no later than the end of the pool season.

D. Social Committee: Nothing was discussed.

IV. APPROVAL OF MINUTES

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to approve the May 10, 2021 meeting minutes as submitted. The motion passed unanimously (4-0-0).

V. FINANCIAL MANAGEMENT

A. Financial Management: Management included the April 30, 2021 and May 31, 2021 Financial Summary Reports in the Management Packet for review.

VI. CONTRACT SERVICES

A. Grounds Maintenance: Due to concerns expressed by the Board, a community walk through is tentatively scheduled for the week of June 14th with Genesis Landscaping. Mr. Weltens stated that when Genesis last mulched, several of the in-ground lights were covered in mulch. Mr. Glascock stated that he has major concerns about whether Genesis was servicing the grass on the field off Blossom.

B. General Maintenance: No new issues to report.

C. Signal 88 Patrol: Management continues to provide patrol reports to the Board upon receipt. Signal 88 was also instructed to watch closely for issues raised as per the attached email. Management forwarded the email to Signal 88 for implementation. Ms. Daum said there is a white van parked in the open spots of Cypress Valley Terrace that is being used for storage and asked if Signal 88 could tag it.

D. Trash Service: Only one (1) service issue was reported to Management last month – ADS failed to pick up yard waste on Cheswick Park. ADS returned the next day and flagged the street for special attention over the next few weeks

Additionally, Management received a notice from American Disposal stating that, due to an increase by Loudoun County for disposal fees (which takes effect 7/1/21), Cascades Park's rates will be changing as outlined below:

Recycling – from \$5,240.97 to \$5,345.79 per month. Increase of \$104.82 / month or \$1,257.84 / year.

Trash – from \$4,658.45 to \$4,751.62 per month. Increase of \$93.17 / month or \$1,118.04 / year.

Both adjustments represent a 2% increase.

E. Snow Management: Nothing was discussed.

F. Irrigation Service: No issues to report. System was turned on May 18th.

G. Pool Service: As the Board is aware, the pool season began with a less-than-smooth start. Premier Aquatics failed to provide lifeguards for pool opening on Memorial Day weekend. As such, the Board has terminated their contract with Premier Aquatics and signed a new contract with Premier Pool Services. The pool opened on time, but the pool deck had umbrellas, poles, and trash all over the deck. Monday there was only one guard on duty at opening and the other arrived hours late. Management reached out to the Regional Director regarding this issue, the lack of oversight and management of their guards, and the lack of training.

H. Pet Waste & Common Area Trash Can Service: Doody Calls continues to provide service. Vendor currently services 3 pet waste stations once per week and 3 pet waste stations twice per week. Common area trash cans are serviced every other week. The Board has requested a map of service locations with collection day information and schedule. Management is still awaiting this map and has since followed up with Doody Calls.

VII. OLD BUSINESS

A. SavATree Proposal: The Board reviewed a proposal from SavATree (estimate # 500368).

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to approve the proposal from SavaTree to have 19 trees removed for an amount not to exceed \$4,500.00. The motion passed unanimously (4-0-0).

B. Virtual Meetings: Management included email correspondence with the Board's counsel about the viability of continuing with virtual meetings. The Board said they did not expect this to be an issue until they have their annual meeting which they usually have in September, but members of the Board expressed their desire to return to in-person meetings as soon as next month (July).

VIII. NEW BUSINESS

No new business was discussed during the meeting.

IX. RESIDENT & MISCELLANEOUS MATTERS

Nothing was discussed.

X. EXECUTIVE SESSION

MOTION: Mr. Glascock motioned, Mr. Weltens seconded, to enter Executive Session for the purposes of discussing Legal Matters, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence at 9:19 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Glascock motioned, Mr. Weltens seconded, to exit executive session and return to regular session at 9:25 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens motioned, Mr. Glascock seconded, to waive the late fees that were assessed to the homeowner of account #1033059511. The motion passed unanimously (4-0-0).

XI. ADJOURNMENT

MOTION: Mr. Weltens motioned, Ms. Lathrop seconded, to adjourn the meeting at 9:26 p.m. The motion passed unanimously (4-0-0).