

**Cascades Park Homeowners Association, Inc.  
Board of Directors Meeting Minutes  
Monday, April 4, 2022 – 7:00 p.m.**

Clubhouse  
21811 Mornington Crescent Terrace  
Sterling, VA 20166

**BOARD MEMBERS PRESENT**

Kevin Weltens	President
AJ Glascock	Vice President <i>{participated virtually}</i>
Heidi Lathrop	Treasurer
Cathy Daum	Secretary

**BOARD MEMBERS ABSENT**

None

**MANAGEMENT AND OTHER ATTENDEES**

Jody Lee	Community Manager, SFMC, Inc.
Paul BJORLO	Recording Secretary, Notable Minutes, Inc.

**HOMEOWNERS PRESENT**

One homeowner was present for tonight's meeting.

**I. CALL TO ORDER & VERIFICATION OF QUORUM**

Mr. Weltens called the meeting to order at 7:08 p.m. and verified a quorum was present.

**II. OPEN FORUM**

A resident came to the meeting to discuss what the Board is planning to do about the tennis courts specifically, with repairing them and adding pickleball lines to the courts. Mr. Weltens stated that the Board is planning to fix the surface of the court and then explore adding lines so that the courts could be used for pickleball as well. The homeowner asked the Board if there was anything that could be done to prevent people from using the tennis court for purposes unrelated to tennis.

### III. COMMITTEE REPORTS

- A. Covenants Committee:** Ms. Daum reported that the Covenants Committee has received two applications since last month's meeting, which both have been reviewed and processed. Additionally, the Board continued their discussion regarding the painted concrete within the community. The Board reiterated that homeowners are required to file an ARB application for changes made to the exterior of their homes. The application is reviewed by the Covenants Committee and the homeowner cannot make any changes until the application has been approved by the Covenants Committee.
- B. Website Committee:** A member of the website committee submitted a request for reimbursement to Management.
- C. Newsletter Committee:** Nothing was discussed.
- D. Social Committee:** Ms. Lathrop stated that the Social Committee is planning a Yard of the Month contest during the summer months in lieu of the Spring Curb Appeal Contest. The Social Committee is also planning events on Sunday, June 5<sup>th</sup>, and Labor Day weekend to celebrate the opening and closing of the community pool for the season.

### IV. APPROVAL OF MINUTES

***MOTION: Ms. Lathrop moved, Mr. Weltens seconded, to approve the March 14, 2022 meeting minutes as amended. The motion passed unanimously (4-0-0).***

### V. FINANCIAL MANAGEMENT

- A. Financial Management:** The Board reviewed the February 28, 2022 Financial Summary Report as submitted in the Board packet.

### VI. CONTRACT SERVICES

- A. Monument Sign / Landscape Enhancement:**

***MOTION: Mr. Weltens moved, Ms. Lathrop seconded, to approve the proposal from D&D Tree Care & Landscape, LLC in the amount of \$8,480.00 (Estimate # 2035) for completing landscape enhancements***

*at the monument area in front of the community pool. The motion passed unanimously (4-0-0).*

**B. Pool / Bathrooms:**

***MOTION:** Ms. Lathrop moved, Mr. Weltens seconded, to approve the proposal from District Builds LLC in the amount of \$8,750.00 (Proposal # 7265) for redoing the bathroom floors, exhaust fans and sink traps at the community pool. The motion passed unanimously (4-0-0).*

**C. Tennis Court RFP:** Management will gather feedback from the Board and request a revised RFP for the tennis court.

**VII. OLD BUSINESS**

**A. Discussion – Survey Update:** The Board discussed additional ideas for updates / enhancements to the retaining wall, clubhouse, pool, and sidewalk area, and adding a trash can alcove.

**VIII. NEW BUSINESS**

**A. Pool Mailing:** The Board asked Management to make some changes to the proposed mailing about the upcoming pool season.

**IX. EXECUTIVE SESSION**

***MOTION:** Mr. Weltens motioned, Ms. Lathrop seconded, to enter Executive Session for the purposes of discussing Legal Matters, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence at 8:38 p.m. The motion passed unanimously (4-0-0).*

***MOTION:** Mr. Weltens motioned, Ms. Lathrop seconded, to exit executive session and return to regular session at 8:50 p.m. The motion passed unanimously (4-0-0).*

**X. ADJOURNMENT**

***MOTION:** Ms. Weltens motioned, Ms. Lathrop seconded, to adjourn the meeting at 8:56 p.m. The motion passed unanimously (4-0-0).*