

Coleson Cluster March 23, 2009 Annual Meeting Minutes

1. **Sam Harahan, CCA Board President, called the meeting to order** at 7:08 and welcomed everyone to the 2009 Annual meeting. (23 Coleson Cluster households were represented.)

2. **Guests Speakers Remarks-** Reston Association, Coleson Cluster's design board liaison Paul Daykin. Mr Daykin spoke briefly as to the architectural standards of Reston and the process and role of RA in enforcing them. He noted that over the years RA has assembled detailed notebooks for every cluster and condo association in Reston. These notebooks include all the DRB rulings issued by RA since Reston was founded. He invited residents and the Clusyer Board to visit his office and to review the adopted design standards contained in the official RA notebook for Coleson Cluster Association. Mr Daykin can be reached at (703) 435-6576.

Fairfax County Supervisor, Cathy Hudgins, addressed the meeting asking residents to participate and have voices our heard regarding Lake Anne revitalization. She explained that a design amendment is pending before the Board of Supervisors on Monday, March 30. The revitalization plan seeks to create a mixed use area where on can live, work and shop. Ms. Hudgins next addressed the current county budget process. She noted that by law Fairfax County must have a balanced budget for the fiscal year. Currently due to a down economy and falling tax revenues a \$106 million deficit is projected. Public hearings will be held in April so that citizens can voice concerns about budget cuts and the services to be affected. One can also provide input at www.Fairfaxcounty.gov/huntermill

Finally, Ms. Hudgins gave a brief update on the status of extending Metro Rail to Reston and on to Dulles. The first phase for metro rail has been approved by the federal government and construction through Tyson's has begun simultaneously with construction of so called hot--or high cost toll—lanes on the Washington Beltway. November 2013 is estimated date of completion to the Wiehle Station of the Metro Rail extension.

Residents' questions of Ms. Hudgins addressed their desire that Fairfax County pick up some of the cost of the Lake Anne revitalization project, increased traffic and population density, and more congestion of streets and parking. She noted that the County owns Cameron Crescent Apartments, the adjacent property to Lake Anne, so the County may help with the drainage/sewage costs associated. She noted that the overall goal is the creation of a mixed use development, so people can work where they live or within walking, biking or bus distance.

3. **Overview of 2008-09 major Coleson Cluster Association activities**—Sam Harahan noted that the Board learned during the year that there was an infestation of borer beetles in many hardwood trees in this part of Virginia. After consultation with an independent

arborist, the Cluster Board engaged Growing Earth Tree Service to begin a three part spraying of all Cluster trees. Two of the three sprayings were done this fiscal year, the third and final will be done this coming fiscal year.

Sam also noted that during the past year 1 car port was painted, we contracted for driveway resealing, and that one family donated two memorial trees in memory of a family member who had died. He also stated that the Board had undertaken an independent reserve study which forecast the capital budget and facility future costs of the cluster's carports, driveways, walkways and other similar physical facilities we own.

Sam also gave an update as to RELAC air conditioning. He explained that there have been a series of meeting between the operator of the RELAC System, Aqua Virginia, and representatives of all the cluster and condo associations now on the air conditioning system. He opined that while there is considerable uncertainty about the long term future viability of RELAC as we have known it, it does appear that the existing system will remain in place for several more cooling seasons. As The Cluster Board receives additional information on this subject it will be passed along to residents.

4. **Finances—2008-09 Recap and Proposed Budget for the coming Year.** Sam Harahan briefly introduced this topic noting that the Board earlier in March, 2009 had distributed copies of the proposed 2009-10 CCA Budget to all residents. The principal reason for this step was so that the entire community could review the various cost proposals and proposed dues levels and come to the annual meeting with questions and opinions for the Board's consideration., Sam did remind residents that under the articles and by-laws of Coleson Cluster Association the Board has the decisional authority to adopt the annual budget including setting dues levels. The Board intends to meet again before the end of March to review residents' suggestions and views on the budget, and to adopt a final budget for the coming fiscal year April 1, 2009-March 31, 2010.

Freya De Cola, CCA Treasurer briefed the residents on the year just ending and the budget highlights of the coming year. She reported on CCA's financial status as of 3/13/09 as follows:

- SunTrust checking account balance = \$20,159
- Uncleared checks and anticipated payments through 3/31/09 = \$13,473
- Anticipated balance on 3/31/09 = \$6,686; balance on 4/1/08 was \$5,877
- reserves in 2 certificates of deposit worth \$26,668; balance on 4/1/08 was \$25,704
- one family's dues in arrears by one quarter, all others current.

Notable items Freya reported on included:

- cost of carport lighting and bulb replacement reduced by switching to compact fluorescent energy-efficient lighting
- six-month increases in the trash fee per household, plus the addition of a fuel surcharge, caused trash fees to increase during the year

- tree maintenance costs increased due to a widespread borer infestation; funds for grounds improvement were reallocated to tree maintenance
- no reserve funds were used this year; roadways were repaired and two carports painted
- cost of Octoberfest was reduced by \$1,000 by eliminating catering
- contribution to reserves later this month will be \$7,000.

Freya next briefed residents on the proposed 2009-10 CCA budget. Key highlights noted were:

- proposed dues will increase from \$399 to \$450 per quarter, due to additional contributions to reserves needed as shown by reserves study;
- because of the escalating costs of AAA trash and recycling service, a new vendor will be sought when the contract ends September 1; based on current bids, per household cost savings may be \$7 per month (\$21 per quarter) base fee, with no fuel surcharge
- cost of landscaping service will stay the same in 2009 and increase as of January 2010; 3-year contract with Shenandoah runs through 2010
- tree maintenance allocation increased from last year due to needed spraying for borers and deferred trimming; no funds allocated for grounds improvement
- Approximately \$6,500 proposed to be spent from reserves to fix a long-standing drainage problem and cracked concrete floor in one carport; funds for needed repairs to one brick retaining wall and carport walls are included in the operating budget
- Proposed 2010 budget includes \$16,700 to go to reserves, based on calculations done by a reserves subcommittee of Board members and residents of what is needed to cover anticipated reserves expenditures in the next 15 years
- Future years' dues likely to increase 3.5% annually just to keep pace with inflation.

Sam thanked Freya for her detailed review of the current and proposed year's budgets. Before opening the floor up for questions Sam reminded residents that each household received a Board letter in January 2009 summarizing the findings and recommendations of the independent reserve study, and that the entire Reserve Study Consultant's Report was posted on the CCA web site for residents to examine. He next reviewed the steps the CCA Board took to parse the reserve study report issue by issue under the leadership of Board member Vern Wyly.

Vern Wyly then explained the work of his Reserve Study review committee, and thanked everyone who participated. He noted that in each area of projected expenditure his committee met with contractors—roadways, painting, roofing, concrete, etc.-- who do the types of work we will need. Those meetings helped inform the Committee as to what costs the Cluster can anticipate as we move forward.

Residents expressed wide ranging views on the proposed and current years' budgets. Some residents urged the Board not to raise the cluster dues for the year ahead citing the difficult economy and the alternative of the board levying special assessments when large capital expenditures are required. (In a show of hands on the special assessment the large majority of those present did not support the board to use this approach to financing capital costs.)

Sam Harahan noted that former Cluster treasurer and long time resident Will Fraize had a schedule conflict and could not be present at the annual meeting, but wanted his budget and reserve related views shared with the community. Sam read excerpts from Will's email to him as Board President which stated:

“... Any attempt to push into the future our financial responsibility for maintaining our common property will lead to the dreaded "special assessments" and an irresponsible burden on those who follow us. We are using these properties as they wear down; amortization as we go is the only responsible course for current residents.”

Considerable back and forth discussion among residents and the board ensued around the low levels of the current Cluster reserve balances, and what dues levels are warranted to responsibly prepare for the future. Sam Harahan concluded this part of the meeting thanking residents for their suggestions and ideas; he thanked Freya de Cola, the Board and the Reserve Study Review Committee for all their hard work to prepare for the meeting and the year ahead fiscally speaking.

5. **CCA Board Elections 2009-2010.** Sam noted that both his and Angela Timcheva's board terms expire the end of March 2009, and that as a result there are two board vacancies, each 3 year terms expiring March 2012. Sam also stated that the Board needs a recording secretary to succeed Kerri Bundy who has informed the Board that she cannot continue in that role.

Sam opened the floor to nominations. Vern Wyly moved the nomination of residents Marion Greene and Harris Finkelstein to serve on the Board. The motion was seconded. Vern observed that he had come to know and respect Marion and Harris through working with them on the reserve study review committee, and that he believed each would serve the community well in this capacity. Sam asked for other nominations from the floor. None were forthcoming. The question was called, and the residents voted in favor of Marion Greene and Harris Finkelstein to serve on the CCA Board for three year terms. Following the election, the members of the new CCA board for the coming year are:

Laura Dalton

Vern Wyly

Jeff Kosmicki

Marion Greene

Harris Finkelstein

Sam invited residents tonight or in the coming weeks to contact the board if they are willing to serve as the recording secretary for the coming year.

Sam thanked Kerri Bundy and Angela Timcheva for their service this past year. He also expressed his appreciation to the other board members: Laura Dalton, Vern Wyly, and Jeff Kosmicki, as well as to Freya De Cola, Board Treasurer for the hard work and

support this past year on behalf of the community. Vern Wyly gave a brief presentation, certificates and gifts to Angela, Sam and Kerri thanking them for their faithful service to Coleson Cluster over the past year and earlier.

6. **New Business.** Sam recognized Freya De Cola regarding a display she had brought to the annual meeting on the Reston Association's new **resolution prohibiting the use of eight** exotic invasive plants. Freya encouraged residents to take home the flyers on this issue, and to be certain when planning landscaping changes to their properties to **use alternatives to these plants.**

Sam noted that the proposed meeting dates for the CCA Board for the coming year are as follows: March 30, April 27, June 1, September 1, October 5, (Oktoberfest Saturday, October 17), November 16, January 11, 2010, February 22, and March 22, 2010 . He noted that all board meetings are open to the community, and that residents are cordially invited to attend. Board meetings start at 7:00 p.m. He suggested that residents interested in attending a given meeting double check with a member of the Board as to location and time.

7. **Adjournment.** Sam thanked everyone for attending. He also thanked Angela and Laura for organizing the annual meeting refreshments. He adjourned the Coleson Cluster Association 2009 annual meeting at 8:55 p.m.

Minutes submitted by:
Sam Harahan and Kerri Bundy
May 5, 2009