

# DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

TUESDAY, February 21, 2023

6:30 p.m.

### AGENDA

- I. CALL TO ORDER & ROLL CALL** -6:33pm meeting was called to order by PRESIDENT, Mehdi Kohanbani
- II. COMMUNITY DISCUSSION PERIOD** (3 Minutes per Speaker)
- Townhome inspections- info on when it will occur.
  - Doody Calls- how frequent they come to the community- once a week. Frank is meeting with the account manager soon.
  - Trash on Whitcomb Square- leaving out front for 3 years- homeowner is emailing Frank. Make sure we are issuing the fines.
  - Trash on Grand Central Station too.
  - Parking- 2 cars on the driveway hanging onto the street.
  - Exterior lighting concern- around holiday lighting. Bylaws around this.
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- III. APPROVAL OF AGENDA**- Motion to approve by Mehdi Kohanbani, seconded by Abby Glauberman , and Approved Unanimously.
- IV. APPROVAL OF MINUTES – December 21, 2022 BOD Mtg**- Motion to approve by Mehdi Kohanbani, seconded by Abby Glauberman , and Approved Unanimously.
- V COMMITTEE REPORTS**
- A. Architectural Review Committee (ARC)- Solar panels.
  - B. Communications Committee- Community clean up day- bulk pick up.
  - C. Parking Committee- remove moving forward from agenda.Redistribute- visitor and open space Guilford Station.
  - D. Shared Facilities Committee- Party committee- calendar of events for the year. March Madness, Ice Cream Social, Cookout, Movie nights in the pool, open house, wine tasting, winter wonderland event.
- VI. MANAGER’S REPORT** Frank Martin, Community Manager
- A. Financial Management - Review of Financial December Statement – The Association at the end of December 31st was running a surplus of \$5,924. Total Operation cash of \$378,276 against liabilities of \$42,460.00 of the liability amount \$30,671 represents prepaid owner assessments. Association investments total \$1,571,416.00 reserves are booked at \$1,887,933.
  - B. 2022 Audit – Daly, Hamad and Association has provided the 2021 audit. There were no anomalies noted. The Board can accept the audit and sign the representation letter.
  - C. Updated Reserve Study -Reserve Study is schedule to do a complete study in early April
  - D. Contract Services – Management has meet with several contractors over the last month including Pool Violation fence repair, tree maintenance, electric and handyman services.
    - i.Tree Reviews –Review several Tree trimming requests and approved 1 Sycamore behind 45533 Hutchens Sq. that limbs are almost touching siding and roof. The other tree requests trees pose no danger to townhomes.

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## VII. OLD BUSINESS

- A. Clubhouse- CP Electric installed two remotes for the ceiling fans.
- B. GYM-CP Electric installed a new fan for the gym
- C. Fairfax Paving Still has not installed the 2 speed-bumps 1 at Guildford Station Terr and 1 at Box Car Square

## VIII. NEW BUSINESS

- A. OPP Parking has updated their registering web
- B. Premier Aquatics – I reviewed with pool manager replacing burned out light in both pools
- C. OPP revised proposals for ground light at Guilford Station entrance columns & install 4 new LED bollards at clubhouse walkways.

**IX. ADJOURN INTO EXECUTIVE SESSION-** Motion to adjourn into executive session at 7:25pm by Mehdi Kohanbani, seconded by Abby Glauberman , and Approved Unanimously.

**PRESIDENT, Mehdi Kohanbani**

## X. EXECUTIVE SESSION - PRESIDENT, Mehdi Kohanbani

- A. Review of Delinquency Report-
- B. Legal Collections Review
- C. Contracts Review/Concerns

**XI. ADJOURN EXECUTIVE SESSION -** Motion to adjourn Executive Session made at 8:17 p.m.by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

## XII. RECONVENE OPEN SESSION

Motion to eliminate 15 visitor spaces on Guilford Station, Whitcomb, Hutchins, Manning section of the community by Mehdi Kohanbani, seconded by Curtis Michael, Approved Unanimously.

**XII. ADJOURN-** Motion to adjourn made at 8:27 p.m.by Mehdi Kohanbani, seconded by Abby Glauberman Approved Unanimously.

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**Distribution:** Mehdi Kohanbani; Curtis Michael; Abby Glauberman

**Prepared by:** Frank Martin, SFMC