

# DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

TUESDAY, February 20, 2024

6:30 p.m.

### AGENDA

- I. CALL TO ORDER & ROLL CALL** **PRESIDENT, Mehdi A. Kohanbani**  
- call to order at 6:31 pm
- II. COMMUNITY DISCUSSION PERIOD (3 Minutes per Speaker)** **PRESIDENT, Mehdi A. Kohanbani**  
- Recently purchased a new car and wants to swap out a vehicle for a new car.  
- Follow up email instructions on how to use OPP.  
- Newsletter following meeting with summary of what was discussed.  
- Homeless camp behind townhomes on Manning on the other side of the fence line. Add a fence behind 22011 Manning.  
- Reach out to trash company about being more mindful of surroundings and picking up trash.
- III. APPROVAL OF AGENDA** **PRESIDENT, Mehdi A. Kohanbani**  
-Motion to approve by Mehdi Kohanbani, seconded by Donna Gottenkieny, and Approved Unanimously.
- IV. APPROVAL OF MINUTES – December 19, 2023, BOD Mtg** **PRESIDENT, Mehdi A. Kohanbani**  
-Motion to approve by Mehdi Kohanbani, seconded by Abby Glauberman , and Approved Unanimously.
- V. COMMITTEE REPORTS** **PRESIDENT, Mehdi A. Kohanbani**
- A. Architectural Review Committee (ARC)- Outstanding application for a deck.
  - B. Communications Committee- Ability to subscribe to community email blast.
  - C. Shared Facilities Committee- Community clean up- March 9th- volunteer hours from high schoolers and troops add rain date; Condos hosting Easter Egg sometime in March/April; rental issue recently- put in new toilets, new microwave to be installed, adding hand dryers to replace paper towel holders, looking to redo flooring in locker room bathrooms, adding a honeywell system, fireplace has been put on a switch and timer was fixed.
- VI. MANAGER'S REPORT** **Frank Martin, Community Manager**
- A. Total operating cash was \$365,147 against liabilities of \$43,086. Of the liability amount, \$35,470 owner represents Prepaid Owner Assessments.
- Receivables, including unpaid assessments and late fees, totals \$33,091.
- Association Investments total \$1,731,216. Reserves are booked at \$2,056,998..
- B. Contract Services – SFMC management has met with several contractors over the last month on site.

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- I. On 1/9/24 Met with Postal Service manager to replace down mailbox on Grand Central
- II. Pool- 1/11/24 met with new pool company to show them the pool area
- III. Asphalt trail 1/11/24 met with Fairfax Paving to review asphalt repair and snow removal
- IV. Tennis Court-on 1/30 met onsite with Superior Tennis contractor to review work for tennis court

## VII. OLD BUSINESS

- A. Smart thermostat system for clubhouse proposal
- B. New Dog Station installed at tennis court
- C. CP installed new light sensors through-out clubhouse.
- D. Clubhouse Conference room door repaired

## VIII. NEW BUSINESS

- A. Dominion Station Pond and Maintenance contract 2024
- B. EV Charging Station at the clubhouse
- C. Warning Sticker for dead tags and inspections
- D. Holiday Decorations- Amendment to the declaration with vote of membership.
- E. Light post painting proposal
- F. Visitor Spaces Yellow painting proposal
- G. Clubhouse cleaning pool bathrooms/locker added to contract

## IX. ADJOURN INTO EXECUTIVE SESSION- **PRESIDENT, Mehdi Kohanbani**

Motion to adjourn the meeting into Executive Session made at 7:33 pm by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

## X. EXECUTIVE SESSION - **PRESIDENT, Mehdi Kohanbani**

- A. 45636 Whitcomb Sq.
- B. 21907 Golden Spike Ter.
- C. Review Clubhouse rental.
- D. Review tows. (5)
- E. Review of Delinquency Report
- F. Legal Collections Review

## XI. ADJOURN EXECUTIVE SESSION

- Motion to adjourn Executive Session made at 8:55 p.m. by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

## XII. RECONVENE OPEN SESSION

- Motion to approve payment plan for delinquent account #1 for \$2,000 per month by Donna Gottenkieny, seconded by Curtis White, Approved Unanimously.
- Motion to approve JHood Services to install 3 HoneyWell Thermostats in clubhouse at a cost of \$1,935 total by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.
- Motion to approve re-painting of visitor spaces with yellow reflective paint at a total cost of \$1,364 total by Donna Gottenkieny, seconded by Curtis White, Approved Unanimously.
- Motion to add addendum to Pet Waste Station for \$144 per year to add the tennis court location by Donna Gottenkieny, seconded by Mehdi Kohanbani, Approved Unanimously.

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- Motion to extend expiration of registration and/or inspection to 3 months from 30 days for towing by Abby Glauberman, seconded Mehdi Kohanbani Approved Unanimously.
- Motion to approve Wetlands contract for \$690 thru December 2026 by Donna Gottenkieny, seconded by Curtis White, Approved Unanimously.
- Motion to not refund Jessica Fuentes \$250 clubhouse rental deposit due to damages during rental by Donna Gottenkieny, seconded by Curtis White, Approved Unanimously.
- Motion to reimburse Lilian Zapata for towing fee by Abby Glauberman, seconded by Curtis White, Approved Unanimously.
- Motion to reimburse Wendwesen for towing fee by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.
- Motion to maintain current officer position and appointing Craig Gordon as the At-Large Member of the DS HOA Board by Curtis White, seconded by Abby Glauberman, Approved Unanimously.
- Motion to increase the Clubhouse rental cost from \$125 to \$150 and the deposit from \$250 to \$300 by Mehdi Kohanbani, seconded by Donna Gottenkieny, Approved Unanimously.

## **XII. ADJOURN**

- Motion to adjourn made at 9:19 p.m. by Mehdi Kohanbani, seconded by Abby Glauberman, Approved Unanimously.

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**Distribution:** Mehdi A.Kohanbani; Curtis White, Abby Glauberman, Donna Gottenkieny, Craig Gordon  
**Prepared by:** Frank Martin, SFMC