

# DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING

Tuesday, October 15, 2024

6:30 p.m.

### AGENDA

- I. CALL TO ORDER & ROLL CALL (Proof of Quorum)** PRESIDENT, Mehdi A. Kohanbani
- II. COMMUNITY DISCUSSION PERIOD** (3 Minutes per Speaker)
- III. APPROVAL OF AGENDA** PRESIDENT, Mehdi A. Kohanbani
- IV. APPROVAL OF MINUTES – August 20, 2024 BOD Mtg** PRESIDENT, Mehdi A. Kohanbani
- V. COMMITTEE REPORTS**
- A. Architectural Review Committee (ARC)
  - B. Communications Committee
  - C. Shared Facilities Committee
- VI. MANAGER'S REPORT** Frank Martin, Community Manager
- A. Financial Management –
    - I. Total Operating Cash was \$346,345 against liabilities of \$123,310.
    - II. Of the liability amount, \$50,477 represents Prepaid Owner Assessments
    - III. Association Investments total \$1,795,453. Reserves are booked at \$2,073,080.
    - IV. As of August 31, 2024, the Association has an un-audited deficit of \$41,174 as compared to a budgeted deficit of \$44,335.
  - B. 2025 Budget – Management has begun drafting the 2025 draft budget. Met with DSHOA Board president Mehdi Kohanbani on 10/11/24 to review for 2025
  - C. Contract Services – Management has meet with several contractors over the last month including grounds maintenance, irrigation, tree maintenance, electric and handyman services.
    - I. Ground Maintenance-site walk with contractor for fall flowers and upcoming leaf removal.
    - II. Tree work trimmed back 4 large Oaks in common area along 45577 Hutchens Square
    - III. Site walk 9/16 with Board President Mehdi Kohanbani and treasurer Donna Gottenkieny walked the pond area and the Asphalt path behind Baggett Ter. to review lighting and deck overlooking pond and opening up a walking trail around pond.
    - IV. Call for Candidates were mailed and eblast to the community on 9/24/24
- VII. OLD BUSINESS**
- A. Long Fence replaced the damaged pool fence on 10/11/24
- VIII. NEW BUSINESS**
- A. Review the 2025 Budget for DSHOA and Condos
  - B. New Gutters to be installed around the clubhouse by Full Servcie at the end of this month
  - C. VDOT will be constructing a new handicap Bus stop ramp on Magnolia Rd. and Grand Central Sq.

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**IX. ADJOURN INTO EXECUTIVE SESSION**

**X. EXECUTIVE SESSION**

- A. Review of Delinquency Report
- B. Legal Collections Review
- C. 21981 Manning Sq.
- D. 21979 Box Car Square

**XI. ADJOURN EXECUTIVE SESSION**

**XII. RECONVENE OPEN SESSION**

**XII. ADJOURN**

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**Distribution:** Mehdi Kohanbani; Abby Glaberman, Donna Gottenkieny, Curtis White, Christina Jatras,  
**Prepared by:** Frank Martin, SFMC