

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

TUESDAY, February 18, 2025

6:30 p.m.

AGENDA

I. CALL TO ORDER & ROLL CALL -6:30 pm meeting was called to order by **PRESIDENT, Mehdi A. Kohanbani**

II. COMMUNITY DISCUSSION PERIOD (3 Minutes per Speaker) **PRESIDENT, Mehdi A. Kohanbani**

- Still Trash from the clean up- in the woods behind Manning bike tire, dresser and other trash.
- Neighbors on Manning Sq not maintaining the yard near the wooded side.
- Frank, to send out another community memo to the neighborhood about trash.

III. APPROVAL OF AGENDA **PRESIDENT, Mehdi A. Kohanbani**

Approved by Mehdi Kohanbani, Seconded by Abby Glauberman, approved unanimously.

IV. APPROVAL OF MINUTES – December 17, 2024, BOD Mtg **PRESIDENT, Mehdi A. Kohanbani**

Approved by Abby Glauberman, Seconded by Donna Gottenkieny, approved unanimously.

V. COMMITTEE REPORTS **PRESIDENT, Mehdi A. Kohanbani**

A. Architectural Review Committee (ARC)- All Approved.

B. Communications Committee- Website is up to date.

C. Shared Facilities Committee

- Frank will e-blast out upcoming events
- Changing the pool pass site to become more robust for all shared facilities for anything that needs access in shared facilities.

VI. MANAGER'S REPORT Frank Martin, Community Manager

A. Financial Management

I. Total Operating Cash was \$294,449 against liabilities of \$65,393. Of the liability amount, \$40,101 represents Prepaid Owner Assessments.

II. Owner Receivables, including unpaid assessments and late fees, total \$32,733.

III. Association Investments total \$1,857,571. Reserves are booked at \$2,121,446.

B. Contract Services – SFMC management has met with several contractors over the last month on site.

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

- I. On Tuesday, January 14, 2025, at the DSHOA monument sign a new American and VA flag
- II. On Friday, January 31, 2025 reviewed the new ground lights by the pond and behind Baggett Ter.
- III. On Tuesday, February 4, 2025 reviewed the new security motion lights installed in the clubhouse
- IV. Reviewed current GYM roster and deleted names of homeowners/tenants that do not live at DSHOA and DS Condos
- V. Woodline trash pick-up for the community was started on Wednesday, 2/5 and completed 2/6.

VII. OLD BUSINESS

- A. New trail lights installed on the asphalt path by the pond and behind Baggett Ter.
- B. CP Electric installed new motion security flood lights installed around outside of clubhouse

VIII. NEW BUSINESS

- A. Met with Carl, from OP to discuss new bollards in clubhouse parking lot
- B. New GYM application portal
- C. Reviewing new parking pass company
- D. Review of Clubhouse rental policy

IX. ADJOURN INTO EXECUTIVE SESSION- PRESIDENT, Mehdi Kohanbani- Motion to adjourn into executive session at 7:32pm by Mehdi Kohanbani, seconded by Abby Glaubergerman, and Approved Unanimously.

X. EXECUTIVE SESSION - PRESIDENT, Mehdi Kohanbani

- A. Review Waiver Request
- B. Review of Delinquency Report
- C. Legal Collections Review

XI. ADJOURN EXECUTIVE SESSION Motion to adjourn Executive Session made at 8:01 p.m. by Mehdi Kohanbani, seconded by Abby Glaubergerman, Approved Unanimously.

XII. RECONVENE OPEN SESSION

- Motion to waive \$25 late fee for SG on Reading by Abby Glaubergerman, seconded by Curtis White Approved Unanimously.
- Motion to approve the 2 payment plans by Donna Gottenkieny, seconded by Christina Jatras Approved Unanimously.

XII. ADJOURN- Motion to adjourn made at 8:17 p.m. by Mehdi Kohanbani, seconded by Abby Glaubergerman Approved Unanimously.

Attended: Mehdi A.Kohanbani; Curtis White, Abby Glaubergerman, Donna Gottenkieny, , Christina Jatras
Prepared by: Frank Martin, SFMC

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

Q1CY25 Dominion Station HOA Parking Metrics

	January 2025 Tows	
Call Taken	Location	Reason
1/28/25 1:07	Reading Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/28/25 0:18	Manning Square, Sterling, VA 20166, USA	No inspection sticker, and front drivers side tire missing
1/6/25 2:45	Grand Central Sq, Sterling, VA 20166, USA	No parking pass, open space
1/6/25 2:27	Golden Spike Ter, Sterling, VA 20166, USA	Expired registration sticker/ plates, January 2024
1/6/25 2:11	Grand Central Sq, Sterling, VA 20166, USA	No parking pass, open space
1/6/25 1:33	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/6/25 0:26	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/6/25 0:06	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 2:50	Reading Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 2:33	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 2:18	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 2:05	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 1:50	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 1:31	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 1:09	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 0:54	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
1/3/25 0:32	Box Car Square, Sterling, VA 20166, USA	No parking pass, visitor space
1/3/25 0:20	Manning Square, Sterling, VA 20166, USA	Expired registration sticker/ plates, July 2024
1/1/25 16:44	Reading Terrace, Sterling, VA, Dominion Station HOA	Parked in a fire lane

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

February 2025 Tows		
Call Taken	Location	Reason
2/28/25 3:02	Hutchens Square, Sterling, VA 20166, USA	Expired parking pass, open space
2/28/25 2:35	Grand Central Sq, Sterling, VA 20166, USA	Expired license plate, July 2023
2/28/25 2:02	Grand Central Sq, Sterling, VA 20166, USA	Expired license plate, December 2022
2/28/25 1:44	Box Car Square, Sterling, VA 20166, USA	Expired parking pass, open reserved space
2/28/25 1:28	Grand Central Sq, Sterling, VA 20166, USA	Expired parking pass, open reserved space
2/28/25 1:09	Thompson Square, Sterling, VA 20166, USA	Expired license plate, September 2024
2/28/25 0:37	Manning Square, Sterling, VA 20166, USA	No parking pass, visitor space
2/25/25 23:45	Reading Terrace, Sterling, VA 20166, USA	Parked in a fire lane
2/25/25 2:02	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
2/25/25 1:50	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
2/25/25 1:22	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/25/25 1:05	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/25/25 0:48	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/25/25 0:23	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/19/25 0:21	Manning Square, Sterling, VA 20166, USA	No parking pass, visitor space
2/19/25 0:05	Golden Spike Ter, Sterling, VA 20166, USA	No parking pass, open space
2/18/25 0:40	Reading Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/18/25 0:21	Thompson Square, Sterling, VA 20166, USA	No parking pass, open space
2/4/25 0:10	Grand Central Sq, Sterling, VA 20166, USA	No parking pass, visitor space
2/3/25 23:52	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
2/2/25 1:21	Baggett Terrace, Sterling, VA 20166, USA	Expired inspection sticker, 6/24
2/2/25 1:04	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space

DOMINION STATION

HOMEOWNERS ASSOCIATION, INC.

March 2025 Tows		
Call Taken	Location	Reason
3/31/25 9:32	Baggett Terrace, Sterling, VA, Dominion Station HOA	No license plate
3/31/25 9:32	Baggett Terrace, Sterling, VA, Dominion Station HOA	No registration tags
3/31/25 1:13	Reading Terrace, Sterling, VA 20166, USA	Expired parking pass
3/31/25 1:00	Reading Terrace, Sterling, VA 20166, USA	No parking pass, visitor space
3/31/25 0:31	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
3/24/25 1:28	Reading Terrace, Sterling, VA 20166, USA	Expired parking pass, open space
3/24/25 1:18	Reading Terrace, Sterling, VA 20166, USA	No parking pass, open space
3/24/25 1:02	Reading Terrace, Sterling, VA 20166, USA	No parking pass, visitor space
3/24/25 0:43	Guilford Station Terrace, Sterling, VA 20166, USA	Expired parking pass, open reserved space
3/24/25 0:27	Guilford Station Terrace, Sterling, VA 20166, USA	No parking pass, open reserved space
3/23/25 0:45	Guilford Station Terrace, Sterling, VA 20166, USA	No parking pass, open reserved space
3/23/25 0:30	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
3/23/25 0:09	Baggett Terrace, Sterling, VA 20166, USA	No parking pass, open space
3/17/25 19:13	Grand Central Sq, Sterling, VA, Dominion Station HOA	Parked in a residents reserved space
3/9/25 16:30	Thompson Sq, Sterling, VA, VA	No tags or license plate
3/7/25 21:49	Manning Square, Sterling, VA, Dominion Station HOA	Mehdi called in no plates, expired inspection, flat tire in visitor spot
3/7/25 0:44	Manning Square, Sterling, VA 20166, USA	No parking pass, visitor space
3/7/25 0:19	Golden Spike Ter, Sterling, VA 20166, USA	No parking pass, open space