Dranesville Estates
Board Meeting
May 19, 2026, at 7:00 PM Via Zoom

Call to Order 7:12 PM

Attendees
Bill Bisbee
Susan Garza
Vic Simonis

Lisa Cornaire- Spectrum Property Management

The Board briefly discussed total number of proxies submitted thus far in connection with the special meeting of the board.

Minutes
The board reviewed the minutes from the April 21, 2026 meeting. Lisa will post to Dranesville Estate HOA website – 3 Yes/0 Nay

Homeowner Open Forum
No homeowners in attendance. Lisa mentioned that a homeowner off of Stourhead Court contacted Lisa and mentioned a dead tree located on the V-DOT Easement. Lisa sent the homeowner contact information for V-DOT.

ARB Report

12331 Cliveden Street – Walkway replacement – Approved

E. New Business

1. Bid evaluation process

Lisa found out that trash brokers typically work with commercial entities and not homeowner associations. Trash brokers add a layer of complexity to the process and have a high turnover rate. Additionally, the broker who contacted the Board is not eligible to do business in Fairfax County. Given this information since the Board is unable to use trash brokers, the RFP for trash services was sent to 6 trash haulers. The Board set a deadline of June 5, 2026, for bids to be submitted and is in the process of receiving bids.

Lisa and Vic outlined the proposed review process for evaluating bids received from trash haulers. The Board intends to use an evaluation matrix to accurately compare bids received, review the findings and discuss contract negation in an executive session at the June meeting. The Board also discussed sending bids to outside counsel for review of contract terms. Bill and Vic volunteered to perform the preliminary evaluation of bids received.

The Board reviewed the timeline for reserving a room for the second special meeting of the Board, drafting a second notice to the community (to be distributed on June 8) should quorum not be achieved by the time of the first special meeting of Board.

F. Old Business

1. Review hand out materials for the Special Meeting

Lisa discussed bringing blank proxies to the meeting for any present homeowners to cast votes.

Lisa assembled a special meeting packet for in-person attendees which summarizes what was previously sent to homeowners. The Board made some minor edits to the materials.

The Board then reviewed the agenda of the special meeting and discussed Bill leading the discussion. The Board also reviewed the talking points document which provides further information on the Board's position and addresses questions expected from the homeowners. Lisa intends to send an email next week to homeowners with all special meeting materials, including the proxy, and a reminder to attend the meeting or vote and that trash pickup with occur on Monday. The Board also discussed the logistics of the meeting and preparation of the room for attendees.

G. Management Report

Lisa reported that the auditor recommended estimated $300 federal tax payment and estimated $100 state tax payment. These payments were completed. Lisa intends to perform community-wide inspections in June.

H. Closed Session – to review outstanding accounts

The Board went into closed session at 8:15 PM. Discussion ensued.

I. Open Session

The Board went into open session at 8:25 PM. Vic discussed and agreed to create an action item list to assist the Board with knowing who is assisting with what project and ensuring projects are being completed. The Board then discussed sending collected proxies to Lisa.

J. Adjournment

Motion to adjourn, unanimously approved at 8:33 PM.