

CAVANAUGH CROSSING HOMEOWNERS' ASSOCIATION (HOA)

MEETING NOTES

NOVEMBER 6, 2025, AT 6:30PM,
LORTON LIBRARY, 9520 RICHMOND HWY, LORTON, VA 22079
IN ATTENDANCE ROBERT, SAM, ABBY, REY, NICK, MIA, PAUL, HELEN, SABRINA, BRIAN

Welcome

Old Business

1. Attorney (Robert)-
 - a. HOA has hired Rees Broome www.reesbroome.com/
 - b. Erik Fox is the lead Attorney, Marissa Kelberman is the associate
 - c. They will assist with our ongoing violations (daycare/ parking)
 - d. BOD plans to meet with them prior to Thanksgiving
 - e. Paid hourly
 - f. Attorneys should not engage with civilians (addressing civilians without counsel)- they need to address opposing counsel. They could be reported to the board as a violation.
 - g. Violation process: first letter sent, no action/ response, second letter sent, if no action/ response, then hearing with homeowner and board of directors. Attorney not needed. But if they bring one, BOD must have attorney present as well. Will need to reschedule hearing if HOA does not have attorney present.
2. Violation letters (Sam)
 - a. Parking violation letters were sent out in September. We have noticed improvement in street parking in the community
 - b. Cul-de-sac of Haywood and Haines has most violations with parking all day every day. Unclear who cars belong to. It may be from people who are not living in the community, and they are using area as park and ride. In the mornings, It was noted that a car would drive up, park and get out of car then go into another car and drive away.
 - c. Neighbors taking pictures of cars- please share
 - d. Consider sending notice letters to Pipestem as unclear whose car belongs to who.
 - e. Consider asking VDOT to paint streets yellow/ no parking signs etc.
 - f. Consider putting letters on those cars that are parked on the cul-de-sac.
 - g. Helen stated that we also need to avoid parking and leaving cars by the pipestem mailboxes- Robert says this as against the law
 - h. For repeat offenders, we will need to send second letters
 - i. NEXT batch of violation letters will be non-parking. Need to take action/ respond within 10 days of receipt
 - j. Goal is to keep neighborhood safe, clean, and beautiful
 - k. Attention that bushes/ shrubbery was encroaching into the neighborhood sidewalks, plan to send email to neighbors to remind them to trim these shrubberies so keep the sidewalks open. And if anyone needs help, please reach out to the board, as we have members in the community that can help with this.

Website: CavanaughCrossingHOA.com
Mailing address – Cavanaugh Crossing HOA, P.O. Box 823, Lorton, VA 22199
Email address – cchoa22079@yahoo.com

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3. Block Party that was held October 4th (Robert/Abby)
 - a. HUGE Success, on a beautiful day, lots of kids and great community bonding.
 - b. Thanks to Abby/ Corey and committee
 - c. Will try to plan for next one in Spring.
 - d. Abby to reach out to Corey and committee about next date- more to follow.

New Business

1. HOA dues delinquencies (Robert for Dee)
 - a. 3 households totaling \$2,995
 - b. Will send letters and possibly violation letters.
 - c. Virginia law about HOA dues: In Virginia, an HOA can enforce delinquent dues by levying late fees, suspending common area privileges, filing a lien on the property, and ultimately **foreclosing** if the debt is not paid.
<https://law.lis.virginia.gov/vacode/title55.1/chapter18/section55.1-1824/>
 - d. Again, HOA dues to be sent via email
 - e. Remit payment to Cavanaugh Crossing HOA, P.O. Box 823, Lorton, VA 22199 and in memo area please add lot number or address or account number.
 - f. Dee has found a way to make mobile deposits for HOA dues.
2. South County Federation (Robert)
 - a. Official members, \$50 for life
 - b. Meeting is held every other month with many communities involved, well run, and lots of speakers
 - c. Last one was Oct 14, next one will be November 18
 - d. Sam attended last meeting virtually-
 - e. Discussed the development on Old Ox Rd. outside our community. The builders have failed to meet the economic threshold and is in indefinite deferral status (on indefinite hold)
 - f. Brian mentioned that this happened with the neighborhood on Workhouse Road. It took them 10 years to build.
 - g. Need to have at our people attend the meeting to be up to date on essential information that may affect our community
3. Community Association Underwriters renewal (Robert)
 - a. Insurance for BOD (board of directors) is due \$1900/ annually (keeps going up)
 - b. Covers BOD- pres., VP, treasurer, secretary from being sued
 - c. Reminder to all that BOD are all volunteers and are not getting paid
4. Post Office Mailbox (Abby reminded Robert)– also needs to be renewed
 - a. Robert to take care of this Coming up – Violations will all be sent via letter not e-mail for protocol
5. Kingstown Snow Removal
 - a. Will no longer be doing service. As they are overextended

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- b. VDOT does plow our neighborhood
 - c. Noted this last snow, VDOT did our neighborhood BEFORE Kingstowne
 - d. Helen observed that they piled all the snow in the cul-de-sac and blocked the pipestem, Paul mentioned they do that to all driveways but because the cul-de sac is big, it was more snow than usual for a normal driveway
 - e. Need to ask VDOT/ or whomever not to block pipestem driveway
 - f. Robert will call around for other options
 - g. Paul suggested that not hire someone just yet and see how first snow is, let VDOT do it and if they do a poor job then get extra snow removal – way to save money to see if necessary.
 - h. VDOT snow removal- www.plow4va.virginia.gov will show you where the snow plowers are at any given time.
6. BUDGET for 2026 (Robert)
- a. Need to add budget for attorney as need to allocate cost for them
 - b. No need to raise quarterly assessments, was considering lowering it but need to save money for upcoming attorney fees
 - c. Depending on attorney fees may need to assess special assessment outside the billing cycle.
 - d. 2026 budget almost completed- Robert working on it
 - e. Will put on website and email everyone.
 - f. Will not be mailed- saving money this way
7. Next meeting in February 2026

Closing

To do for next meeting and who is the Lead

- Next Block Party Spring (Abby) –
- Violation letters (Sam)
- Meet and discuss with Attorney (Robert/ Sam)
- HOA dues delinquencies (Dee)
- Pay for insurance/ Mailbox (Robert)
- Reminders to keep sidewalks clear (Abby)