

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting September 13, 2006

The September LMCA Board Meeting was called to order by Lou Wagner at 7:35 pm at the home of Marty McDonald at 6318 Manchester Way. Members present: Lou Wagner, Bruce Wood, Simon Bennett, Dan Ferezan, Suzann Evinger, Don Washington and Brenda Johnson. Officers/Committee Members present: Annie Foster, Roger Casalengo, Marty McDonald and Robert Ridgley. Other Homeowners present: Chris Dale, Bill Evans and Estella Laguna.

1. **Minutes** – The minutes of the August 9, 2006 meeting were approved with minor corrections– motion by Lou Wagner to approve was seconded by Simon Bennett.
2. **Financial Report for period ending August 31st and other budget items– Marty McDonald**
 - The Treasurer’s report was provided and is available on the LMCA website.
 - All bills for the road and sidewalk work have been paid.
 - Trash removal may be over budget due to unanticipated increases.
 - We have 3 CD’s with Alliance Bank at an interest rate of 4.1%.that expire on 6/28/2009. The current rate being paid for CD’s is 5.74% and the bank will waive the penalty to cash out the CD’s. A motion was made by Bruce Wood and seconded by Simon Bennett to turn over the 3 CD’s to the higher interest rate of 5.74%.
 - Marty made a change in the budget to reflect Roger’s landscape maintenance figure. The budget will be discussed at the annual meeting.
3. **Property Manager Report – Roger Casalengo**
Status of Current Projects and any other projects for the remainder of the year:
 - The new lights that have been installed on Stevenson Avenue have increased the candle power illuminating the street.
 - Roger is waiting for bids for the lights at the mailbox stations. It was discussed that the current lights illuminate the sky and not the mailbox and surrounding ground, which is a safety issue for pedestrians as well as making it difficult to see properly.
 - The automatic light sensors that control the lighting are being negatively affected by the shade of nearby trees. An electrician needs to adjust the sensors so that the lights are operating as required.

Update on landscape contract and RFP for walkways:

Roger recommended that Pine Ridge, who is the current landscape contractor, be awarded the new landscape contract which would begin in 2007. In addition to providing continuity of service and the good working relationship that Roger has established with Pine Ridge, they now have an irrigation division, which would make irrigation services easier for LMCA to obtain. The current irrigation company has not responded to requests by Roger to deal with irrigation issues. Pine Ridge would provide annual irrigation system start-up and winterization services as well as site visits for time and material plus \$85/hour for the supervisor, which is comparable with the current irrigation contract. In addition, Pine Ridge would repair sprinkler heads that they damage during lawn services.

Lou Wagner asked if the landscape contract provides for the landscape company to repair homeowner's irrigation heads damaged by the contractor. The board discussed approving a Pine Ridge contract subject to a contract provision to indemnify homeowner's property, including sprinklers, doors, windows and so forth against damage cause by contractor while performing landscape activities. In short, Pine Ridge will fix what they damage, whether on LMCA or homeowner's property.

Bruce Wood made a motion to accept Pine Ridge as the contractor for snow removal, landscape and irrigation services. Simon Bennett seconded the motion and the motion was approved 6-1, with Don Washington voting no. It was understood that that Roger would get clarification on the indemnification question.

4. **Covenants Committee -- Robert Ridgely**

- The spring inspection follow-ups have been completed. All properties have been revisited and communications to homeowners will go out shortly. Plans are being made for fall inspections. Some potential water leak problems were identified. Robert Ridgely will notify the homeowners of these areas of concern.
- The Committee has had no response from homeowners who received the Bradford Pear letters. He will, with the advice of the board, call and send another letter. Lou Wagner indicated this matter will be handled in executive session.
- The Committee has received 4-5 landscape requests to remove and replace dead bushes and 2 landscape requests. Robert will take pictures for the files. Homeowners have complained about stuff laying out in the front yards and junk in back yards.

5. **Election of LMCA Board Members-- Bruce Wood**

The annual homeowner's meeting and election of board members is October 19th. . Homeowners have received the required 30-day advance notice in the LMCA newsletter of the election as required by the by-laws. The deadline for candidates to step up is 5:00 on September 29th And the elections chair will be sending out ballots on September 30th . Lou Wagner encouraged people to run.

6. **Website -- Estella Laguna**

Estella stated her need to step down from the website administration, which includes coding and loading documents into the website. She offered to continue to serve as the point of contact for the website, to oversee login and password distribution, to respond to webmaster emails and to update the website directory (The newcomer's packet gives Marty as the contact person for email and phone changes, however LMCA is missing email and phone information from many people. A call for updated information should be put into the newsletter). Estella has negotiated a discounted rate of \$65/hour with the contractor used by her employer for website maintenance. This is the same contractor who Estella retained to design the Mews website. She estimates the contractor's work at 2-3 hours per month. Lou Wagner thanked Estella for her untold hours of work in developing and establishing the website and made a motion to accept her suggestion to hire the website administrator for \$65/hour. Don Washington seconded the motion and it carried. Marty was asked to put in a new budget line for the last 3 months of 2006 for website administration at 3 hours per month. This will add \$585 to the 2006 projected expenses and \$2,300 for 2007.

7. **Old business – Annie Foster**

The crime rate for the immediate area of LMCA is statistically negligible. If LMCA is interested, Fairfax County will send a policeman to speak on safety issues at the invitation of LMCA.

8. **New business**

There was a discussion on whether to invite people running for public office to speak at the Annual Homeowner's meeting on October 19th, which has occurred in the past. There was no interest in inviting anyone to speak. Estella offered to bring her laptop and LCD projector again to use at the Homeowner's meeting, which was gratefully accepted.

The main item on the agenda for the October meeting will be approval of the annual budget. Lou Wagner will be out of town for the October meeting, and due to conflicts in November with the schedules of Bruce Wood, Dan Ferezan and Brenda Johnson, the November meeting was tentatively scheduled for November 1st.

Respectfully submitted,

Brenda Johnson
LMCA Secretary