

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES

Board Meeting October 10, 2007

The October LMCA Board Meeting was held on Wednesday, October 10th at the home of Jason Bacheler, 5203 Cottingham. Members present: President Bruce Wood, Delia Riso, Simon Bennett, Loren Scurba (Vice President), Jason Bacheler, Brenda Johnson (Member/Secretary) and Don Washington. Also present: Marty McDonald (Treasurer) Roger Casalengo (Property Manager), Adrian Polk (Covenants Committee Interim Chairman) and Estella Laguna (Social Committee Co-Chairman). Homeowners present: Bill Evans, Chris Dale, Ann Wright, Rick Wright, Shirley Conway, Sonia Johnny and Siham Wehbi.

Bruce convened the meeting at 7:35 p.m.

Approval of Minutes of September 2007 Meeting – The minutes of the September 12th meeting were approved with a motion by Delia Riso, seconded by Jason Bacheler.

Financial Report – Marty McDonald

Treasurer Marty McDonald reported that he purchased a \$25,000 CD from ING Direct and submitted the monthly financial report which is posted on the LMCA website.

Covenants Committee Report – Adrian Polk

Adrian Polk provided the Covenants Committee update. Actions completed and pending actions include:

- Approved installation of vinyl siding, new brown-framed windows, gutters and downspouts and new sliding glass doors for 2 units, subject to conformance with the Standards.
- Approved installation of brown-framed rear bay window and white-framed sliding-glass door.
- Fall re-inspection about 70 percent complete. Re-inspection reports to be issued as required.
- Reminder letters sent to a few owners with new issues requiring attention or with numerous, serious, or long-standing issues that remain uncorrected. Some positive responses noted.
- Referred 2 homes with serious or long-standing issues to the Board for resolution.

Property Report – Roger Casalango

Property Manager Roger Casalango reported that:

- The curb work is complete pending resolution of installation of address at incorrect location.
- Repaired an electrical short on a berm light for \$200.
- There are drainage problems behind Loren's house (Manchester Way) and at the end of Landmark Mews Drive adjacent to the Tanaglia house.

- Homeowners are interested in more lighting. Roger indicated we have spent \$2,000 this year adding wall-mounted lights.
- Roger discussed the failure of his main water line and urged everyone to purchase the water line insurance, as well as water heater insurance, available from Dominion Power.

MEWS Security – Bruce Wood

Bruce discussed recent Landmark Mews crime auto vandalism and thefts, including the theft of his car from his driveway. Criminal activity typically happens late at night. He discussed actions the Board could take to increase security, including publication of security measures that all residents should take. Homeowners should be alert, use exterior lights at night, and report suspicious people and behavior.

Jim Nida of Fairfax Police, who was scheduled to discuss security at the Board meeting, had a scheduling conflict and was unable to attend. Jim sent a list of events reported since July 1st. Bruce led a preliminary discussion about retaining off-duty police to provide security with the intent to open up the discussion at the annual meeting on October 18th. An off-duty Fairfax County police person can be engaged at \$50/hour. The majority of crime occurs between 2:00 a.m. and 5:00 a.m. Possible options would be to contract for Friday and Saturday from 12:00 a.m. to 5:00 a.m. for \$31,200/year, or 3 nights/week from 11:00 p.m. – 5:00 a.m. for \$40,000/year.

The security discussion was opened to homeowners in attendance. It was suggested that workers on the property wear badges or other identification. There was a discussion on installing gates to the two entrances. It was decided to continue the security discussion at the November meeting, which would allow homeowner's the opportunity to respond to security concerns at the annual meeting and after Bruce discussed security in the MEWS News. It was also decided to set up a discussion on issuing residential parking permits at the November meeting. Roger was asked to check into residential parking permits and report out at the November Board meeting for parking on Stevenson Avenue.

Residents were encouraged to attend the Franconia District (which encompasses Landmark Mews) crime prevention meeting on Saturday, October 13th.

Adoption of 2008 Budget – Bruce Wood

Changes to the 2008 Budget discussion from September were discussed, including diverting \$10,000 in 2008 (and recommended for 2009 from the unrestricted reserve to the restricted reserve to "repay" the latter reserve for expenditures this year that were not envisioned last year. These were for additional asphalt repair, street sealing and curb painting. The revised budget also adds scheduled sprinkler system maintenance, and added \$2,400/year for the cost of retaining a secretary (at \$200/month). The plan will be revised to reflect Area 4 for streets, etc; Area 5 for the 2 times interest funding for projects as approved by the Board in 2005 and Area 6 for delineating the \$10,000 allocated to special snow and legal contingencies. The 2008 Budget was approved unanimously with a motion by Brenda Johnson, seconded by Jason Bacheler.

Other Business – Bruce Wood

- The Board discussed the merit of purchasing a workers' compensation insurance policy to cover workers who might claim employee status. This was deferred for further discussion at the November meeting once the cost of the policy is obtained.
- Shirley Conway made a statement about property damage caused by contractors of other residents and requested to be reimbursed for damage to her fence caused by a recent fire cause unknown. A motion to reject the request was made by Jason Bacheler and seconded by Simon Bennett. The Board rejected her request, because there was no evidence the Association bore any responsibility for the fire.
- Bruce made a motion that the Board be authorized to approve compensation for a Board Secretary in the amount of \$200 month since no one has offered to volunteer for the open position. Jason seconded the motion and it passed unanimously.
- The Annual LMCA Homeowner's meeting is scheduled for Thursday, October 18th at 8:00 p.m.

The Board adjourned regular session at 9:50 p.m, moved to Executive Session, thereafter returning to public session at 10:25. At this time, Bruce made motions on two enforcement matters discussed in Executive Session, seconded by Jason, and passed unanimously. These were to:

- Send a letter requiring homeowner at 6335 Chaucer View Circle to correct property deficiencies by November 1st, including replacing the fence, which is in an advanced state of deterioration, clean up the back yard and repair the open mortar joint by the front window. Property Manager Roger Casalengo was instructed to contract for the work if not corrected by the action date of November 1st.
- Put homeowner at 5192 Bedlington Terrace on notice to replace or paint the white window frames that were installed without regard to the Architectural Standards. Property Manager Roger Casalengo was instructed to arrange for painting of the frames if not corrected by the action date prescribed in the notice.

There was no other business. A motion to adjourn was made by Brenda Johnson and seconded by Loren Scieurba. The meeting adjourned at 10:27 pm.

Brenda Johnson
Acting LMCA Secretary