

LANDMARK MEWS COMMUNITY ASSOCIATION

Board Meeting

September 09, 2015

6325 Manchester Way

7:00 p.m.

Board Members in Attendance

Jerry Putman (President)

Noreen Hagerty-Ford (VP)

Chris Dale

Joel Kaplan

Vicky Gaston

Board Members Not in Attendance

Bill Gaffney

Charles Cureton

HOA Staff in Attendance

Loren Scieurba (Covenants Chair)

Roger Casalengo (Property Manager)

Jason Short (Secretary)

Homeowners in Attendance

Tim & Anne Foster

Simon Bennett

Linda Carter

Call to Order

Noting the presence of a quorum, Jerry Putman called the meeting to order at 7:00 p.m. Joel Kaplan seconded this.

Approval of the Agenda

“I move to approve the September agenda”.

(Jerry Putman, Joel Kaplan, **Approved 5-0**)

Approval of Minutes

“I move to approve the August minutes as presented”.

(Jerry Putman, Joel Kaplan, **Approved 5-0**)

Covenants Report

Loren reported that he had one new request to modify. A homeowner requested to replace a wooden fence in his rear yard with a brick wall. Request was approved because homeowner's property is already bordered on 2 sides by a brick wall. Of note, it took a long time for the request to reach the covenants committee. There are a lot of old forms and out of date contact information in circulation throughout the neighbourhood. Loren and the covenants committee are working to update this information and make it available to the community. Additionally, the committee, with Roger's help, have updated the homeowner's directory. This information has been provided to Linda Carter to facilitate the upcoming elections.

Next, Loren updated the board on the fall re-inspections. Most homeowner's have notified the committee that deficiencies have been corrected or are scheduled to be completed soon. Loren hopes to have the re-inspections complete in the next 2 weeks. He noted that there are a few persistent violators which may ultimately come before the board for action.

Loren also presented the board with a Notice of Violation. On August 28, 2015 the homeowner at 6366 Brampton Ct. was cited for a violation of the parking ordinance. Specifically, a personal vehicle was parked such that the garage door was not able to close completely. The homeowner has 30 days to comply or they will be in default and face potential fines.

Treasurer's Report

Chris started by asking the board members if they had any questions or comments regarding the final 2014 audit from Goldklang. She noted that LMCA received an unmodified audit, meaning that LMCA/SCS corrected all deficiencies noted in the 2013 audit.

Chris also presented the board with an unsolicited bid she received from a snow removal contractor (VCI) who wishes to do business with LMCA. In comparing apples to apples, Jerry noted that some of VCI's prices for labor and materials are lower however, not all items can be cross-compared such as liability and availability of materials. He also stated that Valley Crest has offered a 5% discount on snow removal services. Jerry opened the topic up to the board for discussion. In general, the board agreed that we have a great relationship with Valley Crest and they have provided outstanding service for over 15 years. Additionally, LMCA has some leverage with Valley Crest due to our large landscaping contract. If there are any issues with service, Jerry and Roger are confident they will be corrected. Ultimately, the board agreed that potential cost savings of VCI don't outweigh the quality of service provided by Valley Crest. The board voted to exercise the snow removal option for 2016 with Valley Crest. However, the board also wishes negotiate and/or competitive bid future contracts with Valley Crest so as to get the best price for services.

Finally Chris presented the July 2015 financial report. LMCA had its second consecutive positive financial report – reserves are fully supported. The year to date (YTD) expenses are currently under budget. All expenses, credits, cost overruns and payments associated with the foreclosure action and irrigation system will be reflected on future financial reports.

Property Manager's Report

Roger presented two topics for discussion:

- 1) Tree Pruning – There is a large oak tree that needs pruning. Roger received three proposals however; Roger noted that Valley Crest may not fully be aware of the scope of the project. He wants to bring them back out to discuss.
- 2) Brick Wall – Roger received three proposals for cleaning/repointed the brick wall surrounding the property. The proposals range in price from \$17,500 - \$55,480. The low bid came from T.D. Fraley & Sons, INC. This contractor has previously worked on the brick wall and is well regarded in the industry. The board agreed to accept this proposal for work.

Vicky Gaston's Report

Vicky updated the board on her efforts to solicit bids for the 2016 Reserve Study. She has been in contact with Gay Bridges and is working on a questionnaire and a scope of work. She is seeking 3-4 proposals (incl. our previous company PMI Plus) for evaluation. She will present her findings at the next board meeting – time permitting.

President's Report

Jerry informed the board that the homeowner/property previously in foreclosure has once again fallen behind on its financial obligations. Additionally this property, specifically the rear yard, is in great disrepair. Jerry is going to pursue every option available to try and get this property in good standing both financially and physically. There are a number of legal hurdles to overcome. One option is to draft a letter to local government representatives. A second proposed option is to contact code enforcement and have them come out to view the property. Another option, per HOA policy, is to hire outside party to go in clean/repair the rear yard as necessary and assess the charges to the homeowner. He will keep the board apprised of his findings.

Jerry updated the board on the parking restrictions along Stevenson Ave. In conjunction with local officials and with approval of the Fairfax Co. Police Department, a sign has been placed at the intersection of Stevenson Ave. and Stultz Rd. indicating "NO PARKING 1500 FT". Jerry and the board offered their thanks and appreciation to Tim Foster for his tenacity in getting this sign installed.

Board Decisions

"I move that the board accept the Valley Crest snow removal contract for 2016." Jerry Putman / Joel Kaplan

(For 5, Against 0, Absent 2, Abstain 0)

"I move that the board accept the proposal for \$17,500 from T.D Fraley to wash and repaint the brick wall surrounding the community." Jerry Putman / Joel Kaplan

(For 5, Against 0, Absent 2, Abstain 0)

Other Business

Noreen brought to the attention of the board that Metro Bus 21-D may be eliminated or scaled back. Currently this route includes a stop at the edge of the community. A meeting will be held September 17th for anyone interested in voicing their opinion.

Jerry revisited the recent parking fine that was issued to a homeowner. The board is scheduled to discuss proposed changes to the parking policy at the next board meeting. In light pending changes, the board decided not to pursue the parking fine until the new parking policy is approved and implemented.

Questions/Comments

None

Next Meeting(s)

October: **Annual Meeting**

6:30 p.m. on Wednesday, October 14th, 2015 – Regular Board Meeting

7:00 p.m. on Wednesday, October 14th, 2015 – Election Meeting

Samuel Tucker Elementary School

November:

7:00 p.m. on Wednesday, November 11th, 2015

At the home of Chris Dale, 6270 Masefield Ct

December:

7:00 p.m. on Wednesday, December 9th, 2015

At the home of Noreen-Hagerty Ford, 6271 Chaucer View Circle

Adjournment

The Board agreed by unanimous consent to adjourn the meeting at 8:57 p.m.

Jason Short
Secretary