

LANDMARK MEWS COMMUNITY ASSOCIATION MINUTES  
Board Meeting April 13, 2011

The April LMCA board Meeting was held on Wednesday, April 13th at the home of Loren Sciorba, 6309 Manchester Way. Members Present: Dan Aminoff (President), Loren Sciorba (Vice President), Linda Carter, Bill Menzies, and Bill Gaffney. Also present were Marty McDonald (Treasurer), Roger Casalengo (Property Manager), and Heather McGhee (Secretary). Homeowners present: Simon Bennett, Bill Evans, Estella Laguna, Norm Taylor and Bill Evinger. Absent were Delia Riso and Joel Kaplan. Dan convened the meeting at 7:30 p.m.

**Secretary's Report**

Heather said that she had received a couple responses from the residents she had emailed in order to administer them the proper vehicle decals and that she was just waiting to hear from the Board as to what the next step would be in regards to getting all residents current with their registrations. Beyond that, she said she didn't have anything else and asked if everyone had gone over the minutes.

*Loren Sciorba moved to approve the minutes. Bill Gaffney seconded. Approved 5-0, Absent 2*

**Financial Report**

Marty started by saying that there were no unusual expenses during the month of March and that there had been no projects taken on as of yet. He continued by saying that he noticed recently that AAA, the trash company, had been overcharging Landmark Mews by about \$200 each month so that for the month of May the invoice would be about \$900 less to compensate for the excessive charges previously.

Marty then moved on to discuss the reserve study. He stated that he, Simon Bennet and Bill Gaffney had met about a week ago to evaluate the proposals from Mason Reserves, Community Assessment and PM+. There were several factors used to establish which company would best serve Landmark Mews's needs, and each factor was weighted depending on their level of importance. PM+ was very firm that the price for the study would be \$4,100 while Mason Reserves gave an estimate of \$3,025, but warned that the final price could change once they got started. Marty continued by saying that all three companies had been conducting reserve studies for quite a while, but that, based on the final scores for each company, even though PM+ and Mason Reserves scored very similarly, he recommended PM+.

*Bill Gaffney moved to approve PM+ as the company to conduct the 2011 Reserve Study. Bill Menzies seconded. Approved 5-0, Absent 2*

Bill Menzies and Dan Aminoff commended Marty, Simon and Bill G. for their excellent work and wondered if it would be possible for a representative from PM+ to attend the June Board Meeting. Marty said that he didn't think that would be a problem.

**Property Report**

Roger began by asking what the next course of action should be in regards to a resident who had continuously violated the parking policy by parking in visitor parking. Dan added that communication with this resident had been difficult and said that due process applied to each situation. Loren then said that he wasn't sure if the warning system

needed to start over again with each incident, especially since they had ignored previous warnings. Dan said that he would put together a letter and send it to the resident.

Roger then moved on to discuss several projects that he would like to get approval on. The first of which was an irrigation system for Stevenson Avenue which would probably run between \$7,000 - \$8,000, which was cheaper than the estimate received a couple years ago. The system would run from the back entrance of Landmark Mews to the stop sign at Stultz and Stevenson. Marty was asked how much it had cost in the past to water along Stevenson, and Marty said between \$3,000 to \$3,500 per year. Dan said that the cost of the new irrigation system would be a two year pay back. Loren reminded everyone that we would have to factor in the cost of the water to run the irrigation system. Dan suggested that Roger get all the numbers together and thinks that it would be an excellent investment for the community because it would make the entrance look nicer and would provide a permanent solution to an ongoing problem. Bill M. then said that he didn't believe everyone in the community would be in favor of the irrigation system because the area along Stevenson wasn't property of Landmark Mews and that there were areas within the walls that should be improved before going outside the walls. Norm Taylor then said that Stevenson looks better than it has in years and since it is the first impression a visitor has of the neighborhood he would be in favor of the expense. Bill Evans then asked whether the irrigation system would definitely cure the problems on Stevenson because he would hate for the community to spend the money, put in the system, and then for the same issues to continue to be a problem. Estella Laguna responded that Bill was somewhat accurate with his concerns because according to Janean Wood, who has a background in landscape design, if the plants weren't planted properly along Stevenson, then the system would in fact do no good since the ground wasn't level. Estela added that Janean had even offered to come up with a design plan, at no cost to the community. Linda Carter then suggested that Landmark Mews go the route of Fairlington and have Fairfax County come make an assessment and take it on as a county project.

The next project Roger brought up was the removal of a dead red maple on a resident's property, which would cost between \$250 and \$300. Other projects would be the planting of two new trees for around \$600 and the removal of the monkey grass along Landmark Mews Drive between the wall and the sidewalk, which would cost about \$2,350. Roger continued by saying that he had gotten two bids on the last project, one from Valley Crest and one from a private contractor and even though Valley Crest's bid was \$100 more than the contractor, he would prefer to go with Valley Crest. The last project Roger brought up was the work on the brick walls of the community. He suggested having a mason do the work on a few sections, then upon inspection, getting approval for the remainder of the work. The mason would charge \$50 per hour for a total of about \$2,000. Dan suggested that Roger get bids from other companies and then report back to the Board.

*Loren moved to approve the \$2,350 for the monkey grass removal, the \$250-\$300 for the red maple removal, and the planting of two new trees along the Stevenson cul-de-sac . Bill G. seconded. Approved 5-0, Absent 2*

### **Landscape Advisory Committee**

Estella reported that the committee had scheduled the next walk-around for April 30<sup>th</sup> and that the purpose would be to look for areas of the community which are in need of beautification and that she would report back their findings back to the Board.

## **Covenants Committee**

Bill Evinger reported that they had narrowed down the field of companies to help with the inspections to one, Community Inspection Services, and that they would only charge \$1,000 for the initial inspection. Other options would be to do it in house and hire individuals, train them and then have them conduct the inspections, and another would be to have the Covenants Committee members do the inspections themselves. Dan asked what the plan was for the upcoming spring inspections and Bill Evinger replied that they should be done within the next couple of months so that homeowners would get the results by June in order to have the summer to make the repairs.

## **President's Report**

Dan said that there will be a form in the next Mews News, for all residents to fill out with their vehicle information, and then return to Heather. The purpose is to reach those who we don't have emails for, or for those who haven't been responding. He then brought up the idea of eliminating the vehicle deals all together. Loren said that by having residents register their cars with the community, it helped provide contact information if ever it was needed. Bill G., Linda and Bill M. all stated that they felt that the decals should remain.

## **Executive Session**

As policy is not discussed in executive session, Dan closed discussion and the Board entered executive session.

*Loren Sciorba moved to enter executive session. Bill Gaffney seconded the motion. Approved 5-0, Absent 2*

At the conclusion of the executive session, the Board reconvened in public session, as required by the Property Owner's Association Act.

Marty then brought up whether the amount of money in the unrestricted reserve should be reduced before conducting the reserve study. Dan suggested running the numbers with the current amounts in both restricted and unrestricted reserves and if need be, they could be adjusted later.

There being no further business, Bill Menzies moved that the meeting be adjourned, and it was seconded by Loren Sciorba so the meeting was adjourned at 9:17 p.m.

The Board's next meeting will be Wednesday May 11th, at Joel Kaplan's home, 6309 Chaucer View Circle beginning at 7:00 p.m.

Respectfully submitted,  
Heather McGhee  
Secretary, LMCA