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MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

MECA Board Meeting Minutes Wednesday, November 16, 2011

The MECA Board Meeting was called to order at 7:36 p.m. at the Reston Regional Library. Board members in attendance were: Michael Cutler, Dennis Fisher, Anne Himes, Paul Osborn, Bob Powell, Adam Shubert and Jennifer Wagner.

1. The Minutes from the October 19, 2011 MECA Board Meeting were reviewed and approved.
2. MECA Treasurer's Report: (Paul Osborn)
 - a. No unusual expenses
 - b. Normal mowing expenses
 - c. We are still waiting to get a bill for legal expenses.
 - d. Our audit is finished – we expect the bill for that soon.
3. ACC Report: (Dennis Fisher)
 - a. No new violations to report
 - b. We met with Fairfax County officials regarding the tree causing drainage issues on common ground. They told us we needed to remove it. We got bids from companies, and hired a company to remove the tree. They will remove the tree as soon as possible. See attached letter to Fairfax County.
4. MECA Calendar Items:
 - a. MECA December Board Meeting: Wed. December 21 at 7:30 pm at Reston Regional Library.
 - b. Santa's Visit: Saturday, Dec. 17 at 2:00 pm in the common area between Lyme Bay and New Banner. We will have a budget of \$200 to provide refreshments.
 - c. Neighborhood holiday decorating contest: There will be a daytime and a nighttime winner, and each winner will receive a \$50 gift certificate to Lowes. The board will vote on the winners. The contest will take place December 17th.
 - d. MECA January Board Meeting: Wed. January 18 at 7:30 pm at Reston Regional Library.
5. Legal
 - a. Tennis Court: Nothing new.
 - b. Fairfax County Email about our common area water problem – see email response below
 - c. We are formalizing our complaint process. The complaints are filed and Dennis and Anne are writing up a process.
 - d. We have had a complaint about teenagers in the common area between Lyme Bay and New Aspen Ct. We will put up signage listing regulations for using the area. If we continue having a problem we will call the police or look into the possibility of hiring a security guard. A motion was made to spend \$500 for signage. The motion was approved.
 - e. We received a complaint from a Bradley Farms resident about neglected dogs. However, the property is not within MECA boundaries, and the resident was informed of that.
6. Playground Report: (Jason Lynch) - John Madden will submit a bid to renew his maintenance contract.
7. Newsletter: The Newsletter is being circulated through the board members. Our goal is to distribute it before Thanksgiving.
8. MECA Directory: Jason is working on the new directory.

9. Insurance update – Paul Osborn talked to the insurance agent. They upped the amount of coverage for treasurer’s fraud (\$81). We also upped our amounts for property – we are waiting to hear how much that will be.
10. Traffic Calming on Monterey Estates (Adam): A motion was made to have Adam Shubert represent the board in pursuing traffic calming measures.
11. Adjournment: The Meeting was adjourned at 8:43 p.m.
12. Next MECA Board Meeting: Wed. December 21 at 7:30 pm at Reston Regional Library. The January 2012 Board meeting will be held on Wednesday, January 18, at the Reston Regional Library at 7:30 p.m.

Respectfully Submitted,
Jennifer Wagner
Secretary

Dear Mr. Bise:

Thank you so much for meeting with us a few weeks ago. I asked the Monterey Estates Community Association's Vice-President, Jason Lynch, to join our meeting since he is instrumental in the maintenance of all MECA common areas. However, I had not informed the neighboring residents that we were meeting with you, and I had no idea that they would join us when they saw us on their street! Despite the additional attendees, I feel that our meeting was very productive. The MECA Board of Directors strives to carefully and effectively manage the business and concerns of our community, and we want to do everything to ensure that we are compliant with all Fairfax County regulations.

As we discussed at the meeting on October 20, MECA acknowledges that the silver maple tree in the common area behind the residences on Monterey Estates Drive is one of the factors causing a drainage issue in that common area. Despite the fact that this tree was planted in the common area by a MECA resident without having received the Board's approval, the tree must be removed to alleviate this drainage issue. The Board will undertake the responsibility for the removal of the tree to remain compliant with Fairfax County requirements.

We have already begun to remedy the situation in our common area. We have received estimates for removing the silver maple tree, and have signed a contract with an arborist to have the tree removed and the stump ground-up. Hopefully the weather will cooperate, and we will be able to get this accomplished within the next few weeks.

To be certain that we have met and are compliant with the Fairfax County requirements, the MECA Board requests that you inform us of the actions that must be performed by us regarding the silver maple tree/drainage issue. Please notify us in writing (via email is fine) of the necessary actions to achieve this goal. We do want to make sure that this issue is fully resolved.

Thank you again for meeting with us. We appreciate the opportunity to meet with you to discuss this issue within our community.

Sincerely,

Anne Himes
President
Monterey Estates Community Association