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MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

MECA Board Meeting Minutes Wednesday, July 18, 2012

The monthly MECA Board meeting was called to order at 7:32 p.m., by President Adam Shubert, at the Reston Regional Library 1925 Bowman Towne Drive, Reston, Va. 20190. The Board members in attendance were: Michael Cutler, Dennis Fisher, Paul Osborn, Delores Plum, Bob Powell, Adam Shubert, Jim Zavrel, and Jennifer Wagner.

1. 7:32 pm: Meeting called to order by President Adam Shubert.
2. The minutes of the June 20, 2012 MECA meeting were reviewed and approved
3. The minutes of the June 4, 2012 Annual Meeting of MECA were reviewed and approved
4. MECA Finances (Paul)
 - a. Monthly Treasury Report
 - i. Tax return is filed.
 - ii. Issue of one overpayment of HOA dues by one recent purchaser
 - iii. Basketball Court resurfacing is complete, balance is due and will be paid
 - b. Annual Dues Progress
 - i. All but 2 homeowners have paid
 1. Owners at 13036 Monterey Estates Drive (recent new owners)
 - a. Will be contacted for payment
 2. Owner at 2607 New Concorde
 - a. Delinquent for second year
 - b. Will be referred to MECA legal counselor for remedy
5. ACC (Dennis)
 - a. Violations
 - i. None to report
 - b. The subject of a renewed effort to enforce the ACC standards was initiated
 - i. Community is aging, some properties are deteriorating and need to be brought up to standards
 - ii. Focus will be on most egregious issues
 - iii. Article in newsletter to address compliance
6. MECA Calendar (All)
 - a. MECA– August 15, 2012 Board Meeting Reston Regional Library (note: Adam is out of town)
 - b. MECA–September 19, 2012 Board Meeting Reston Regional Library (note: Mike will be away)
7. Community Events (Adam)
 - a. Picnic scheduled for Sept. 22 (may run clean up day concurrently, before the picnic)
 - b. Maybe also make it a Community Clean-Up Day

8. Playground and Common Areas (Adam)

- a. Basketball court
 - i. Resurfacing completed
 - ii. Perimeter dressing will be discussed with Jason
 - iii. Estimated cost is \$1500-\$4000
- b. Playground area
 - i. Work in progress to include addressing the following
 1. Weed abatement
 2. Clearing the area
 3. Installation of landscape fabric for weed control
 4. Mulching- approximately 15 cubic yards
 - ii. Suggested improvements
 1. Soccer goal
 2. Ball wall on the tennis court
 3. See saw
 4. Merry-go-round spinner

9. Legal (Paul)

- a. Complaint process
 - i. We have received a notice from the State clarifying that we must have a formal complaint process in place by Sept 28, 2012 to be in compliance with the State Regulations
 1. The process is all but written up in the final format
 2. Adam to follow up on this matter

10. Common Area Clean-up from storms

- a. Lyme Bay-John Madden has cleaned this area
- b. New Austin-John Madden has cleaned this area
- c. Any other clean-up- none noted

11. Dominion (Adam)

- a. Adam read a response he received from Dominion Power outlining their plans for an upgrade to the current circuit that serves portions of Monterey Estates.
- b. Dennis brought up several issues:
 - i. DVP has issues regarding reliability and switching.
 - ii. All customers affected by any outage should call to report the outage(DVP bases restoration priority on number of customers affected in an area).
- c. Questions that need to be addressed before we grant the easement required are:
 - i. What sections of Monterey Estates will be affected by the upgrade?
 - ii. Does DOM realize the size of the community?
 - iii. What impact will the easement have on the affected common area?

12. Other utility performance post-storm

- a. Verizon- performance of battery back up on FIOS circuits
- b. Cox-none noted
- c. Others-none noted

13. National Night Out – August 7, 2012, 8pm – 8:30pm

- a. Will be advertised with sidewalk signs

14. Management Company Update

- a. Discussion involved whether we want to proceed, if the cost is worth the continuity of management.

15. Newsletter Update

- a. Goal is a quarterly newsletter,
- b. Fall 2012 is the goal for the next issue

- 16. MECA 2012 Directory rollout**
 - a. Jason ready to roll out the directory, Adam to review content
- 17. Review of any Open Issues from Last Month**
 - a. None
- 18. Anne Himes and Jason Lynch debrief-Neither could attend**
- 19. New Issues- None**
- 20. Adjournment- The meeting was adjourned at 8:55 pm.**

The August Board Meeting Will be held on Wednesday, August 15, 2012 at the Reston Regional Library at 7:30 pm.

Submitted by:
Michael J Cutler
Secretary, Pro Tem