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MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

MECA Board Meeting Minutes Wednesday, March 21, 2012

The monthly MECA Board meeting was called to order at 7:40 p.m., at the Reston Regional Library, 11925 Bowman Towne Drive, Reston, VA 20190. The Board members in attendance were: Anne Himes, Paul Osborn, Michael Cutler, Dennis Fisher, and Adam Shubert .

The following residents of the community were present: Lori Goll, Sofi Cahoon, Rick Foelsch, Sue Martin, and Bob Martin.

1. Meeting Call-to-Order (President Anne Himes)

2. Meeting Rules of Conduct:

This Board Meeting will follow Robert's Rules of Order. The Agenda will be followed in the order listed. All New Items will be added to end of this Agenda and, time permitting, will be discussed or will be tabled until next month's meeting. All comments are to be addressed to the Meeting Chair. Proper meeting decorum will be required. Please keep your comments to no more than two (2) minutes, so that everyone has an opportunity to speak. Please speak only after the Meeting Chair has called on you to do so. The Board invites participation from all homeowners.

3. Approval of February 2012 Board Meeting Minutes (President Anne Himes): The minutes of the February 15, 2012 MECA board meeting were reviewed and approved.

3. MECA Finances (Treasurer Paul Osborn)

- a. Monthly Treasury Report – More income than expenses this month.
- b. Stump removal-Paid Atlas Tree \$300.00.
- c. OPC,LLC fuel charge for 2011 paid \$288.90
- d. Annual Dues Progress – 174 people have paid, out of 230 as deadline has passed, results are disappointing.
- e. 13036 Monterey Estates Drive in foreclosure. (added by Michael Cutler)
- f. Letters to delinquents will be mailed.

4. ACC Committee (ACC Chair Dennis Fisher) - no violations

5. MECA Calendar and Community Events (Board - All)

- a. MECA Board Meeting on April 18, 2012
- b. MECA Clean-Up Day --- Saturday March 24, 2012 9:00 am.
- c. Egg Hunt – March 24, 2012. Melinda Malone will be coordinating the egg hunt. Six hundred and fifty available.
- d. Yard Sale Day - May 5, 2012 8am – 1pm. Jennifer Carney to advertise in local newspapers. Jennifer Wagner to announce on Facebook.
- e. Spring Picnic- No firm date at this time.

6. Directory Rollout –Jason to implement

7. Newsletter- Dennis is in process of reviewing

8. Insurance

- a. Insurance agent visit to Board meeting has be rescheduled.

- b. Insurance information requests- no current requests for insurance information from homeowners are pending.

9. Sign

- a. Paul sent a summary of the committee meeting , listing two options
 - i. Most people did not want the sign
 - ii. If the sign is to stay, the revised wording is acceptable
 - iii. Discussion by Sofi Cahoon
 - iv. Discussion by Sue Martin
 - 1. Recommendation-No sign
- b. Paul Osborn made a motion to take down the sign
- c. Seconded by Dennis Fisher
 - i. Discussion
 - 1. Dennis- if the sign remains, then all the common areas need to be posted.
 - 2. Adam-place signs on an “as needed” basis
 - a. Keep the language general i.e no trespassing, facilities for use of residents only
 - b. Set minimum standards of conduct
 - 3. Anne- recommended edited wording on the sign
 - 4. Rick- had a recommendation of a sign prototype
 - 5. Paul- in the interest of economy, edit the existing sign
 - 6. Sofi- endorsed basic concept of “for residents only”
 - 7. Adam- suggested that trespassing may have been involved in the incident
 - 8. Anne- no identity of people involved in the incident, so unable to know if the people were residents or not
 - a. Question as to the purpose of the sign
 - 9. Lori-sign issue began when large groups of unknown youths started using the common area for play, and the sign was posted in response to a number of complaints
 - 10. Anne-has had numerous concerns brought to her attention
 - 11. Lori- sees no harm in people playing on the grounds as it does not impact those not in the Lyme Bay area
 - 12. Adam-it does impact the entire community
 - 13. Anne- no sign would be needed if all involved were courteous
 - 14. Sue-the area is secluded and the only people that use it are those that know of the area
 - a. She has never seen more than 10 people using the area
 - 15. Lori- sensed that the board was not listening
 - 16. Adam- the board must address the sign issue
 - a. Recommendation as to the disposition of the sign
 - 17. Rick-this incident diverted attention from the issues at hand
 - a. Apparently the Fairfax County Police recommend posting of “No Trespassing” signs on open areas
 - 18. Paul-vote to have sign removed
 - a. Present sign abrasive to residents
 - b. Unintended consequence is lack of users
 - c. Remove sign, but reinstate if necessary
 - d. Smaller sign of “No Trespassing” in all common areas
 - 19. Mike- loss of entry signs removed venues for community sign
 - 20. Anne- presented sign samples
 - a. See Attachment 1
 - b. See Attachment 2

- ii. Further Discussion
 - 1. Rick-confident that board will do right thing
 - a. Should have some type of sign
 - b. The Board needs to take a balanced approach
 - 2. Anne- has received criticism from both sides
 - a. Pulled together a committee of members
 - b. Efforts to resolve were made
 - 3. Rick- as a community issue, signs are needed for protection
 - 4. Lori-brought up question of insurance coverage
 - 5. Rick-need to investigate as to whether this decision impacts our coverage
 - 6. Bob Martin-signs need to be posted
 - 7. Anne-brought up trespass issue
 - 8. Adam-community faces liability issues without signs
 - 9. Bob Martin-need signs in all open areas
 - 10. Paul-amended the motion to replace the sign with smaller signs addressing the trespass issue
- iii. Anne- called the question
 - 1. Motion-the sign in the Lyme Bay Common Area removed
 - 2. Vote
 - a. Yea 1
 - b. Nay 4
 - 3. The motion did not pass
- d. Paul-made motion to remove the current sign and replace it with smaller signs addressing the trespass issues
 - i. Seconded by Dennis
 - ii. Discussion
 - 1. Adam-research is needed into the correct wording to insure we are in compliance with liability and insurance issues in order to indemnify the board.
 - a. We need to seek counsel from the insurance agent as well as legal counsel in this matter
 - 2. Sue-brought up issue of wetlands area
 - 3. Dennis-definition of wetlands area needed
 - 4. Anne-people are dumping in the wetlands areas
 - a. The wetlands areas are being used for activities
 - 5. Sofi-confused about the sign
- e. Paul restated the motion
 - i. See d. above
- f. Anne-raise the issue at the annual meeting if we replace the sign
 - i. Further discussion
 - 1. Adam-next step is to research language to protect the association and residents
 - 2. Anne-incumbent on the Board to act on this motion in a diligent fashion
 - a. Call the Question
- g. Vote to remove the current sign and replace it with smaller signs addressing the trespass issues
 - i. Vote
 - 1. Yea 3
 - 2. Nay 1
 - 3. Abstain 1
- h. Wording in this matter will be researched to insure compliance with legal, and financial coverage
- i. Paul will forward to Adam the information regarding the insurance agent

10. Legal

- a. Complaint process
 - i. Tabled for now due to time constraints

11. New Austin Common Area

- a. Jason(By Proxy)the Tyler proposal addresses underlying issues of the drainage problems
- b. Anne-Motion to accept the Tyler Proposal to remediate the drainage issues in the New Austin Common Area
 - i. Seconded
- c. Vote
 - i. Yea Unanimous

12. Basketball Court Resurfacing

- a. Through discussion, all but Sport Court and Mid Atlantic Tennis Courts were eliminated
 - i. Sport court was deemed unviable due to the fact that the product, although esthetically pleasing, does nothing to address the underlying problem of the cracking and deterioration of the surface.
 - ii. MATC with the comprehensive approach to address the surface and substrate issues, as well as the 25 year warranty seems to be the better method of addressing the long term issue.
- b. Anne- called for a motion
- c. Paul-Motion to accept the MATC proposal to resurface the Basketball Court
 - i. Dennis-Seconded
- d. Discussion
 - i. Anne-MATC has a good clientele base, along with a 25 year warranty
 - ii. Dennis-brought up the issue of combining the resurfacing of the tennis court as an addendum to the proposal
 - iii. Anne-not feasible at this time for various budgetary reasons
- e. Vote
 - i. Yea-Unanimous

13. Traffic Calming

- a. Adam-proposed pursuing the action of having traffic calming devices placed along Monterey Estates Drive from West Ox Road to New Carson Drive.
 - i. Has drafted a letter to VDoT in an attempt to initiate the process
 - ii. Reads the letter
 - 1. See Attachment 3
 - iii. Motion made for the Board to approve the contents of the letter for the traffic calming study to be sent to the Virginia Dept of Transportation
 - 1. Dennis-Seconded
 - iv. Vote
 - 1. Yea Unanimous

14. Legal

a. Complaint Process

- i. Anne-Regarding the complaint process, a record of all complaints needs to be kept for legal proceedings
- ii. This is a two step process
 - 1. Complaint is logged(on paper)
 - a. First copy goes into the file of the complainant
 - b. Second copy goes into the file of the complaint originator
 - c. The copies are redacted as needed to comply with legal and privacy issues

15. Adjournment

- a. The meeting was adjourned by acclamation at 8:53 PM by President Anne Himes

The April 2012 Board meeting will be held on Wednesday April 18, 2012 at 7:30 at the Reston Regional Library.

Submitted by:
Michael J Cutler
Recording Secretary, pro tem



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MONTEREY ESTATES

Community Association

P.O. Box 710162

Oak Hill, VA 20171

March 30, 2012

Supervisor Hudgins:

The Monterey Estates Community Association (MECA) Board of Directors requests that the Fairfax County Department of Transportation Residential Traffic Administration program initiate an examination for possible traffic calming measures in our subdivision. We are requesting the examination of Monterey Estates Drive (located in the Herndon section of Fairfax County), specifically the portion of the road located between West Ox Road and New Carson Drive. Residents have routinely observed excessive speed on the stretch and are very concerned about the speed of the vehicles, the road's usage as a popular cut-through to avoid the traffic light at West Ox Road and Monroe Street, and the safety of the neighborhood children who play in the front yards that abut Monterey Estates Drive.

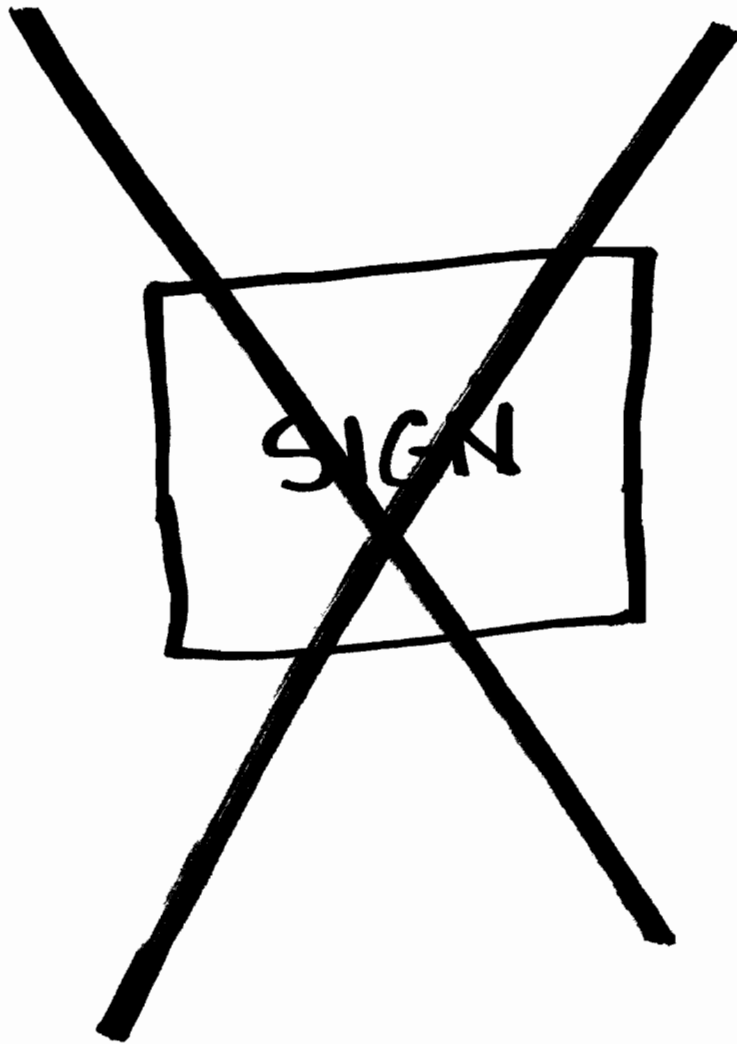
Our Point of Contact for this is Board Member Adam Shubert, and his contact information is below. If you have any questions, need more information, or need to contact us in regards to this, please do not hesitate to be in touch with Mr. Shubert.

Thank you in advance and we look forward to progressing on this matter.

Sincerely,

Anne Himes
President
Monterey Estates Community Association

Contact:
Adam Shubert
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This is what we've had for
28 years with few or no
problems.



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RESIDENTS AND GUESTS ONLY

PLEASE BE CONSIDERATE OF NEIGHBORS

REFRAIN FROM EXCESSIVE NOISE
AND PROFANITY

KEEP AREA CLEAN

USE EXTREME CAUTION DURING
RAIN AS AREA MAY FLOOD

AREA CLOSED AT DARK

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