

MINUTES of  
**CHESTERFIELD MEWS COMMUNITY ASSOCIATION**

Special Meeting of the Board of Directors

October 15, 2018

The Virginian, 9229 Arlington Blvd., Fairfax, Virginia

**Board Members in Attendance:**

Ginny Howden  
Emilie Brundage  
Marcie Foster  
Matthew Pepper  
Zhao Yan

Tricia Trillet  
Helen Fortner  
Bill Saint  
Margaret Kerr-McKown

**Board Members Absent:** None.

**Others Present:** None.

**Proceedings:** A special meeting of the Chesterfield Mews Community Association Board of Directors was called to order at 7:40 p.m. by Ginny Howden who presided. Margaret Kerr-McKown recorded the minutes. A quorum of directors being present, the meeting proceeded with business. The purpose of this special meeting was to evaluate proposals received to produce an engineering study and oversee the widening of the community roads in conjunction with the repair and resurfacing of community roads and sidewalks.

In preparation for the meeting, board members had reviewed proposals received from four engineering firms.

Following board review and discussion of the proposals, consideration of the community requirements, and discussion of the budget, the board decided that perhaps the best course of action at this time is to restrict the project to pavement repair/replacement and associated concrete work.

To facilitate a straight-forward evaluation of all proposals, three of the contractors will be requested provide a proposal focused only on the pavement repair/replacement and associated concrete work.

The proposals will include answers to the following questions:


- The rough number of days each phase will take to complete.
- The option of including a Geotextile layer in the repaving portion, recommendation regarding its use, and the cost.

**Board of Directors Meeting Minutes**

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Additionally, the contractors will be requested to provide a minimum of two (2) references in communities similar to the Mews in size/layout where they have executed a project of equal or larger scope in the last 5 years.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made and unanimously carried the meeting was adjourned at 9:12 p.m.

  
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Margaret Kerr-McKown

23 October 2018  
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Approved