

MINUTES of  
**CHESTERFIELD MEWS COMMUNITY ASSOCIATION**  
2018 Annual Meeting  
May 3, 2018  
*The Virginian*, 9229 Arlington Blvd, Fairfax, VA 22031

The 2018 Annual Meeting of the Chesterfield Mews Community Association (CMCA) was held on May 3, 2018 at The Virginian. Board President Ginny Howden opened the meeting at 7:40pm. Board members attending were Ginny Howden, Trisha Trillet, Helen Fortner, Bill Saint, and Matthew Pepper. Kathrina Nguyen and Jose Ponton represented Select Community Services, the Association's management company.

**Minutes of the 2017 meeting:** A motion by the President to approve the minutes as distributed without a public reading was made, seconded, and carried.

**Reports of the Board:**

Ginny Howden welcomed all those present and opened the meeting with recognition of our beautiful neighborhood, great schools, convenient location, diverse population, and acknowledgment of the asset of having a neighborhood with many original homeowners.

Ginny also recognized the following:

- Various projects completed and started in 2017
- Home values are reaching \$550,000
- Community involvement is on the decline
- Increase in absentee ownership
- aMEWSments is evolving in to the community square as neighbors meet to play tennis, watch movies, let children run and climb.

Year in Review was presented by Ginny:

- Bear Branch Terrace (Woodson Parc) to our north was completed. CMCA reached an agreement with the building contractor regarding specifications of the property line fence and landscaping plantings at no cost to the Association.
- Mystery water leak on Colchester Brooke Lane was solved (water main break in a unit with an absentee landlord).
- Two large retaining walls were replaced on Colchester Brook.
- Courtyard finances were investigated; the board is currently working on an amendment to the Covenants so that our financial structure matches the CMCA responsibilities. The amendment will be distributed to all neighbors for review and voting for approval.

- Visitor parking spots were painted, a parking map was created, and parking rules were posted on the website.
- A new Reserve Study was completed. The biggest money item in 2018 will be paving. The board is looking into hiring a supervising engineer for this project.
- JPLange Consulting, a landscaping consultant, was hired to develop a long-term landscaping renovation plan for the community.

Bill Saint introduced the landscaping initiative by giving background information regarding the board's decision to hire JPLange Consulting. The board decided that ad hoc landscaping was no longer beneficial with the age of our trees/plants/land features. Five firms were asked to bid on our RFP and the board ultimately chose JPLange Consulting.

Presentation by Jeff Lange of JPLange Consulting:

- Inventory of trees, shrubs, plants were cataloged
- Non-plant features such as swales, walls, utilities, roadways, and parking were also cataloged.
- Project list was written to include planting, landscape construction, elimination of unsuccessful grass spots, wet lands, erosion keeping in mind the actual landscape and the existing contract with Blade Runners
- A dozen hazardous trees were removed. Next step is to decide how to use the healthy trees/shrubs to enhance the landscape.
- Goal: naturalize the landscape to create a self-maintaining neighborhood at somewhat lower cost.

### **Treasurer's Report/Budget:**

Treasurer reviewed the budget for the fiscal year ending 4/30/19 with audited numbers for year ending 4/30/17, budget and estimated final costs for current year ending 4/30/18 for comparison.

Treasurer noted that a new Reserve Study, required in Virginia at least every five years, was completed by Miller-Dodson in 2017. This study confirmed that repaving of roads and parking areas initially projected for 2017 was absolutely needed. This project will require reserve funds and likely additional amounts for professional engineering services to manage the project.

Treasurer noted that dues for the current year are \$1,280.50, about 2% over last year, and are payable semi-annually in May and November.

### **Election of Directors:**

Residents Nancy Mintor and SCS representative Kathrina Nguyen were appointed as vote-counters for the election.

Prior to the meeting, Emilie Brundage, Marcie Foster, and Zhao Yan submitted their candidacies to SCS and the Nominating Committee to fill the three open board positions. Margaret Kerr-McKown was nominated from the floor.

Emilie Brundage, Marcie Foster, and Margaret Kerr-McKown were elected by the membership to three-year terms. Zhao Yan will be appointed to the board to fill a two-year term left open by a board member who resigned.

**Homeowners Forum:**

Residents in attendance raised various issues: board members discussing dues directly with residents, hole in pavement on Colchester Brook, wet spot on access road, fence repairs, concern about budget for printing & copying, increasing resident parking, charges by Associa for electronic payments, trash being put out too early and therefore being ravaged by crows and blown by the wind.

SCS representative Kathrina Nguyen announced that Associa is adopting new technology, TownSquare, for paying dues online and gathering e-mail addresses. Residents will receive a mailing about this shortly and are encouraged to sign up online.

**Adjournment:**

The meeting was adjourned at 9:05pm.