

**MINUTES OF
CHESTERFIELD MEWS COMMUNITY ASSOCIATION
Regular Meeting of the Board of Directors
June 24, 2014**

Call to Order: The monthly meeting of the Chesterfield Mews Community Association board of directors was held at the home of Kevin Noca located at 3159 Readsborough Court, Fairfax, Virginia. The meeting convened at 7:45 p.m. Gordon Silcox presided and Patrick Raitt took minutes as secretary.

Board Members in Attendance:

| | |
|----------------------|----------------|
| Margaret Kerr-McKown | Bill Saint |
| Kevin Noca | Gordon Silcox |
| Robert Parker | John Whitlock |
| Patrick Raitt | <i>Absent:</i> |
| Jimmy Xu | Brian Saal |

Community Members in Attendance: Laura Atkinson and Stephen Atkinson of Eakin Park Court and Helen Fortner of Eakin Park Court.

Approval of Minutes: The minutes of the May 27, 2014 board meeting were reviewed. A motion to approve the minutes as corrected was made, seconded and carried.

Open Forum:

1. Stephen Atkinson (a civil engineer who lives in Chesterfield Mews) raised the question whether or not Chesterfield Mews should be held to a lower threshold for compliance based on VDOT road width requirements that are linked to traffic levels. Based on Stephen's initial assessment, the traffic volume that passes through Chesterfield Mews is "low-density." As widely noted, CMCA roads are approximately 26-foot wide. VDOT allows for one-side parking on low-density roads that are at least 24-foot wide. It was discussed that this information would be relevant if VDOT trumps Fairfax County in terms defining road width requirements; if that is the case, then CMCA could contest the Fire Marshall road width requirements and possibly allow one-side parking without moving curbs, sidewalks, etc. Bob Parker agreed to explore this potential option further with Stephen to see if this is a viable option and report back at next board meeting.
2. Helen Fortner raised the question of contractor compliance around parking restrictions; it was determined the board will need to evaluate guidance for Professional Grounds (CMCA ground keeping vendor) at a future board meeting.

Treasurer's Report:

1. The Treasurer reported that CMCA had CDs that were expiring. The Treasurer recommended putting the funds from these expiring CDs into a Money Market account and roll future CDs into the same Money Market account as they expire. The board unanimously approved to authorize GHA to move funds from expiring CDs to the Money Market account.

Board of Directors Meeting Minutes

2. The Treasurer presented the Engagement Letter (EL) for the annual external financial audit work for the years to be ended on 4/30/2014 and 4/30/2015 from Daly, Hamad & Associates, P.L.L.C., Certified Public Accountants and motioned for the board to accept the EL. This motion was approved unanimously.

Committee and Work Area Reports:

Grounds and Landscaping:

1. Bill Saint shared that we are waiting for a proposal to replace old mailboxes in the neighborhood. Bob Parker shared that we may also need to move a mailbox on upper Readsborough based on a complaint from mailman.

Grounds Working Group.

1. It was discussed that there is a high likelihood that some of the very mature (30-40 feet tall) maples trees on Readsborough have a disease (possibly Gloomy scale or Cottony scale based on initial assessments). There was a motion to hire an arborist at up to \$300 to evaluate, which was unanimously approved by the board.
2. The issue of dog waste in the neighborhood was raised by John Whitlock and discussed by the members in attendance. There was a motion to install signs about dog poop in selected spots in the neighborhood to encourage all residents to clean up after their dogs. The board voted 7-1 in favor of authorizing \$175 to buy and install signs to encourage owners to clean up after their pets.
3. By vote of 4-3, the board upheld the plan to explore partnering with the Merritt Academy on a sign on letter to VDOT to move curbs on service road outside Chesterfield Mews to free up more parking spots.

3. Architectural Control Committee:

1. Gordon reported that letters around needed repairs of individual homes based on annual neighborhood survey by GHA and the ACC were still being finalized. Letters will go out as soon as possible.

New Business:

1. Parking of commercial vehicles- motion to use Bob's definition as it relates to CMCA parking restrictions covenants was unanimously accepted; Kevin will also post on the community website. Definition is as follows:

“A commercial vehicle is any car, truck, van or other vehicle which fits within Fairfax County’s definition of commercial vehicle OR any vehicle which displays a company name or logo on its exterior, or one which has equipment or tools attached to its exterior.”

2. There was a motion and unanimous approval to allocate \$300 for 4th of July party (requested by Chesterfield Mews resident, Patricia Trillet).
3. There was a motion to authorize \$2500 for purchase of permanent basketball post and hoop for The style we’ve been using as per the coner of the term, is aMusement; this

Board of Directors Meeting Minutes

motion was unanimously approved.

Old Business:

1. *Parking regulation enforcement.* The vote from the May CMCA board meeting concerning a “three strikes” towing enforcement rule in areas where there are yellow curbs (but no fire hydrants) was discussed based on further consultation with CMCA’s attorney. CMCA legal counsel advised that CMCA parking enforcement guidelines mirror Fairfax County law, which requires that vehicles parked in all areas where there are yellow curbs be towed upon first violation. There was a motion to overturn the May “three strikes” vote and put in place a “one strike” towing enforcement rule; this motion was passed by a vote of 7-1.

Next Meeting: The next board meeting is scheduled for July 22, 2014 at 7:30 p.m. in the home of Kevin Noca, located at 3159 Readsborough Court.

ADJOURNMENT: There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried the meeting was adjourned at 10:14 p.m.

Patrick Raitt

Secretary

July 22, 2014

Approved