

McLean Province Homeowners Association Newsletter

Winter 2017



Message from MPHOA Board

MPHOA Owners and Residents,

The Board of Directors is pleased to send you the first MPHOA Newsletter of 2017. We intend to send four Newsletters this year, one for each season - Winter, Spring, Summer, and Fall. We want to focus each edition on the special concerns and considerations within the community during those four seasons. In addition, each edition will include the basic information that does not change from season to season and that serves as a key source of information and reference about the community and its management.

The most recent opportunity that I and fellow Board members had to address comments and concerns of residents was at our 2016 annual HOA meeting in November. At that meeting three new members were elected to the Board: Steve Bay, Oliver Richard, and Walter Zenner. A full listing of the current Board is included on the last page of this newsletter.

At the subsequent December monthly Board meeting, new officers were elected as follows: President - Kelly Freeland, Vice President - Oliver Richard. In addition, Larry Kindsvater was re-elected as Treasurer and Cara Cline-Thomas was re-elected as Secretary, Steve Smith was re-elected Landscape Committee Chair, and Steve Bay was elected Architectural Review Committee Chair. At the January Board meeting Board member Brian Hult, our web site manager agreed to serve as Chair of the newly reconstituted Communications Committee.

Owners and residents are invited, and always welcome, at Board meetings which are held the third Thursday of every month at 7:00 PM at Longfellow Middle School. At every meeting the board sets aside time at the beginning of the meeting for a Homeowners' Open Forum, reviews the Meeting Minutes from the previous meeting, reviews reports from the Treasurer and the various committees, and covers an ever-varying range of Old Business and New Business Items. Attending a meeting is a great way to learn more about how our community operates. I encourage you to attend a Board meeting.

Regards,
Kelly Freeland, President

Treasurer's Report

The budget for 2016 finished the year in good shape with a surplus of several thousand dollars. Overall, the costs of improving and maintaining the Community reached about \$190,000 last year. The Operating Budget covered \$170,000 in expenses and the Capital Reserves were used to cover \$20,000 for major infrastructure projects.

Within the operating budget, most expenses were closely in line with projected costs for the year. The surplus for the year resulted primarily from under spending on snow removal and general landscape repairs. While early 2016 snow falls consumed \$11,000 of the \$13,000 annual snow removal budget, we were lucky to have no snow removal costs in November or December. As a result, we underspent the budget by \$2,000. On Landscape Repairs, numerous projects (see the Landscape Committee Report) used about \$23,000 of the \$26,000 budgeted for this purpose, leaving a surplus of \$3,000 for the year.

Some of the major infrastructure projects undertaken last year were concrete curb and sidewalk repairs (\$15,000), partial replacement of a wooden retaining wall on Community property (\$500), and 13 new trees planted within the Community (\$2,000).

Regarding our Capital Reserves, we ended the year with a total reserve amount of \$130,000, slightly less than the \$134,330 recommended in our 2015 Reserve Study.

The overall 2016 operating budget surplus will be added to our contingency savings account and can be used in the future to cover unanticipated future deficits.

For 2017, the Board expects total operating spending to rise almost 2 percent over the 2016 budget. This increase will primarily go toward known cost increases for the lawn/landscape maintenance contract (+2.5%), the management contract with National Realty Partners (+3.5%), and additional contributions to the Capital Reserve (+2.5%). We also added more funding (+\$1,000/+20%) for our legal expenses to bring this budgeted expense more in line with the annual average cost over the past several years. Other budgeted expense items are expected to remain about the same as in 2016. As a result, the annual 2017 assessment for each house has been increased by \$24.00/1.8% to \$1,370.

Architectural Review Committee (ARC) Report

As noted above, at the MPHOA annual meeting in November 2016 the members of the Association elected several new directors to fill vacancies on the Board of Directors. At its regular December meeting, the Board appointed one of them, Steve Bay, as the new Chair of the Architectural Review Committee (ARC), which serves as the Board's focal point for architectural control matters.

The Board is also considering updating the community's Architectural Guidelines. Homeowner's comments on the current Guidelines and suggestions for improvements or changes are welcome. Please submit any suggestions to the Board via the NRP property manager (MLockhart@NRPartnersLLC.com).

As background for evaluating the Guidelines, and to prepare yourselves to provide comments or other input to the Board on any possible updates, you may find it helpful to familiarize yourself with the Association's Covenants.

Among other things, the Covenants direct and obligate the Board to "regulate the external design,

appearance and location of improvements” on our properties, all with the main goals of protecting and enhancing our property values and preventing activities that would be harmful to property values or the aesthetics – that is, the features that make our community an attractive and pleasant place for each of us to live.

Communications Committee Report

Following the November 2016 Annual meeting, the Board voted to create a Communications Committee at its regular December 2016 open Board meeting. MPHOA has three primary means of communicating with owners and residents: the MPHOA web site, our periodic newsletters, and e-mail “blasts” to all owners and residents for single-focus issues and news items.

A fourth method has been in place for several years, but is relatively unknown and is little-used. The method is via “Google Groups” - essentially an informal community electronic bulletin board and is not an “official” means for the Board to communicate MPHOA news and is not endorsed by, nor used by the Board to communicate with the community. Click on the following link and it will take you to Google Groups. On your first visit, you will need to request/create an account:

<https://groups.google.com/forum/#!forum/mclean-province>

Our intent, starting in 2017 is to upgrade the MPHOA web site with an improved appearance, more content and features, and improved timeliness and usefulness to owners and residents. The Board hopes an enhanced website will attract more traffic and resident use than it has experienced in prior years. Board member Brian Hult, our “webmaster” is leading this initiative.

The Newsletter, published once in 2016 will be published more frequently in 2017. This medium is distributed electronically to all owners and residents whose e-mail address is on file with our Property Manager, Mary Lockhart of National Realty Partners (NRP). Should your e-mail address change, please provide the new e-mail address to Mary. If you know neighbors who currently do not receive electronic correspondence from NRP, please refer them to NRP to have their contact information added to our master e-mail list.

Landscape Committee Report

After trash/recycling pick-up and snow plowing, landscaping is probably the next biggest area of importance to residents of our community. In budget terms, our Landscaping costs are, by far, the largest component of our annual MPHOA budget. While we’re probably all aware of the common area mowing conducted by our contractor, Environmental Enhancements, Inc. (EE) - 24 times per year, we may be less aware of the multiple other services that EE performs to maintain and enhance the appearance of our community. Those additional services include:

- Edging - 12 times yearly;
- Weeding of tree mulch rings and shrub beds - 12 times yearly;
- Shrub Pruning - 4 times each year;
- Tree Pruning - twice each year;
- Perimeter Control - cutting back weeds, vines, and bushes at the edge of wooded areas - twice per year;
- Mulching of tree rings and shrubs - each spring and fall;
- Turf fertilization, pre-emerge crab grass control, broadleaf weed control, insect control, liming, aeration and over-seeding - various times each year;

- Spring Clean-Up and Fall Leaf Removal; and,
- Seasonal Flower Planting - three rotations each year at the front entrance.

Our original three-year contract with EE ended in 2016. Rather than re-compete this contract as we did at the end of our prior landscaping contract in 2013, we elected to extend EE's contract through 2017, with an option to extend in 2018 before we re-compete again.

In addition to our basic Landscape Maintenance contract, we also undertake a number on one-of-a-kind repair and enhancement projects with other landscaping contractors. In 2016, our most visible enhancement project was the plantings in the mulch beds at the Gervais circle.

Another notable project in 2016 was the planting of six American Hollies and three Eastern Red Cedars in the wooded area between Gervais circle and the storm water detention pond on the opposite side of the woods. This \$1,861 project was partly funded by a \$941 grant from the Virginia Trees for Clean Water (VTCW) program. VTCW helped support the project's three objectives: reducing nitrogen and phosphorus runoff from adjacent turf areas into the storm water pond, improving the year-round sight and sound barrier between homes and Kirby Road and Great Falls Street, and improving the wildlife habitat in that area. Thanks to the resident volunteers who helped with site preparation for the plantings.

Our first notable project in 2017 will be an expansion of the ground cover test beds that were installed on the hillside behind 6808 - 6810 MPC to help control the erosion in the problematic Kirby hillside area.

Much of the above is coordinated by our Landscape Committee (LC). The LC is a group of volunteers that help plan and shape how our budget is spent on the common areas of the MPHOA. We meet at 7:30 PM on the second Wednesday of each month at Longfellow School, Room 118. LC meetings are open to all members of the community. Look for signs announcing our meetings - they are posted each month at the two entrances to the community.

The LC welcomes new members that have an interest in the maintenance and enhancement of the common areas, especially those who would like to join in helping with some of our hands-on, do-it-yourself projects. It's good exercise and a good way to meet your neighbors around the community. For more information, please contact Steve Smith, Chairman of the LC: ssmith17@cox.net or call him at 703-405-8292.

Reminders for Winter

Our snow removal contract with Environmental Enhancements covers the period from November 1 to April 30. The main services include pre-treatment with chloride granules when significant snow or ice is expected, plowing and sand/salt treatment when snowfall exceeds 3", hand treatment (shovel or snow blower) of the sidewalk on the west side of the entrance down to the school bus pick-up site at Kirby. Note that other sidewalks are not covered by the HOA contract.

The asphalt walking paths and the sidewalks along Kirby Road and Great Falls Street are not covered by the snow removal contract. The mailbox pedestal squares are also not covered, but near-by residents typically volunteer to keep these areas clear, as they often do with storm water drains.

Owners and residents are asked to keep the sidewalks in front of their homes cleared. Environmental Enhancements offers a service to homeowners to clear snow from sidewalks and driveways. If you

want to contract for these services, contact EE directly at 703-421-7400.

When weather forecasts predict snow and plowing is anticipated, NRP typically sends an e-mail asking all residents to park in their garage, on their driveway, or in the “overflow” parking bays. This allows EE to plow “curb-to-curb” without having their path blocked by cars parked curbside. Please help us keep the streets open when plowing is anticipated, even if you don’t get an e-mail asking you to do so.

If the front entrance hill seems too daunting because of snow or ice, consider leaving via Gervais and the rear entrance through McLean Greens out to Great Falls Street.

If you have questions or issues after MPHOA streets have been plowed and treated for ice or snow, please contact Mary Lockhart at National Realty Partners - do not contact Environmental Enhancements directly.

MPHOA Winter/Spring Meetings Calendar

Date	Activity	Location	Room	Time
February 8, 2017	Landscape Comm. Meeting	Longfellow Middle School	118	7:30 PM
February 16, 2017	Board Meeting	Longfellow Middle School	108	7:00 PM
March 8, 2017	Landscape Comm. Meeting	Longfellow Middle School	118	7:30 PM
March 16, 2017	Board Meeting	Longfellow Middle School	108	7:00 PM
April 12, 2017	Landscape Comm. Meeting	Longfellow Middle School	118	7:30 PM
April 20, 2017	Board Meeting	Longfellow Middle School	108	7:00 PM
May 10, 2017	Landscape Comm. Meeting	Longfellow Middle School	118	7:30 PM
May 18, 2017	Board Meeting	Longfellow Middle School	108	7:00 PM
June 14, 2017	Landscape Comm. Meeting	Longfellow Middle School	118	7:30 PM
June 15, 2017	Board Meeting	Longfellow Middle School	108	7:00 PM

Trash Reminders

MPHOA's governing documents specify that Trash receptacles and bags may not be kept in public view except during the period that begins at 6 p.m. on the evening preceding trash collection day and ends at the conclusion of trash collection day. This restriction applies to trash containers not just on the days of trash collection, but also prohibits public storage of trash and recycling containers on a day-to-day basis throughout the week. Trash cans may ***not*** be stored on a daily basis on driveways in front of garage doors or in the small areas between your driveway and your front steps or front entrance. Please help us maintain an attractive appearance at the front of all homes. Trash cans stored in the open do ***not*** contribute to that appearance.

McLean Trash, our trash and recycling contractor, does not pick up trash or recycling on the following four national holidays:

- New Years Day
- 4th of July
- Thanksgiving
- Christmas Day

If a regular pick up day falls on any of those four holidays, the next pick up will be on the next regularly scheduled pick up day. On all pick up days, please make sure your trash and recycling material is securely enclosed in a suitable container. Heavy winds and birds/animals can make a mess of loosely piled trash and recyclables.

Note: Fairfax County is imposing stricter guidelines for Yard Waste effective March 1, 2017. The plastic bags that most residents use for leaves and lawn clippings require additional processing, as the yard waste is used by Fairfax County to create free compost available to residents. Plastic or other non-biodegradable material mixed with yard waste renders compost less attractive and less desirable. **Yard Waste will only be acceptable in compostable paper Yard Waste Bags or personal containers marked "Yard Debris Material".** Residents must purchase their own containers - neither the MPHOA nor McLean Trash will provide those.

Contacts

MPHOA Board of Directors		
President	Kelly Freeland	Freeland.kelly@gmail.com
Vice President	Oliver Richard	Zok713@yahoo.com
Treasurer	Larry Kindsvater	Kindsvater.22043@verizon.net
Secretary	Cara Cline-Thomas	Cara.Cline_Thomas@yahoo.com
Architectural Review Committee Chair	Steve Bay	stevebay3@verizon.net
Communications Committee Chair	Brian Hult	BTHult@gmail.com
Landscaping Committee Chair	Steve Smith	ssmith17@cox.net
At Large	Nigel Mote	nigelmote@incsqared.com
At Large	Walter Zenner	wzenne@gmail.com
MPHOA Web Site: www.mcleanprovincemoa.org The web site has copies of the Architectural Guidelines, Declaration of Covenants, Bylaws, and other useful information about MPHOA.		
Management Company Please send all requests for architectural changes and verification of HOA dues payment for real estate transactions to: McLean Province Homeowners' Association c/o National Realty Partners 365 Herndon Parkway, Suite 106 Herndon, VA 20170 Our community manager is Mary Lockhart. To reach Mary, please call National Realty Partners at 703-673-9131 or email mailto:MLockhart@NRPartnersLLC.com		

Other Contact Numbers:

Trash: McLean Trash, 703-442-7387
 Call to arrange pick up of large items for a small fee.

Electricity: Dominion Virginia Power, 1-888-667-3000

Gas: Washington Gas, 1-800-752-7520

Water: Fairfax Water, 703-698-5800 billing; 703-323-1211 Trouble Response Center

Street Lights: Virginia Dominion Power, 1-888-667-3000
 Call to report an outage, blinking or a damaged pole. There is a number on the pole that uniquely identifies it. Note this number before calling for service.

Fairfax County Hazardous Waste: 703-324-5068
 4618 West Ox Road, just off Route 66. It is open Saturday, 8am to 4pm and Sunday, 9am to 4pm.

Non-Emergency Police: 703-324-7329

Elected Representatives:

Fairfax County Board of Supervisors: John Foust (Dranesville District) 703-356-0551, [Website](#)
Virginia House of Delegates: Rip Sullivan (48th District) 571-210-5876, email: DelRSullivan@house.virginia.gov
U.S. House of Representatives: Donald Beyer (8th district of Virginia) 202-225-4376, [Website](#)

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