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IV. NOMINATING COMMITTEE REPORT

Mr. Jarvis reported that the Nominating Committee met and Mr. Sean Walsh was nominated to fill the unexpired Board position of Mr. Iddings.

MOTION: Mr. Jarvis moved, Ms. Krahn seconded a motion to approve Sean Walsh to Board to fill the unexpired term of Carl Iddings. The motion passed unanimously (5-0-0).

MOTION: Mr. Jarvis moved, Ms. French seconded, to accept the nomination of Mr. Walsh as Treasurer and the appointment of Ms. French as Vice President. The motion passed unanimously (5-0-0).

V. MANAGEMENT REPORT

Ms. Tschirhart reported the following:

Spring Inspections were completed in March and most of the letters have gone out. An owner present at the meeting had a question about a home that was not in compliance but was not listed in the report. Mr. Tremols informed the owner that the home went into foreclosure and the new owner contacted Management to ask what needs to be done to be brought into compliance. Ms. Lee (ACC Chair) asked whether the owner was given a time frame to come into compliance and Ms. Tschirhart informed her that the new owner had not been given a time frame, but that she will inform them of a time frame.

Ms. Lee noted there were other properties that were not in compliance but not listed in Ms. Tschirhart's report. Mr. Tremols and Ms. Tschirhart asked that Ms. Lee provide Ms. Tschirhart with all of the non-compliances she is aware of and they will make a list. Ms. Krahn also mentioned that there is a "disconnect" with what is reported in Ms. Tschirhart's report versus what is not reported (i.e., sidings that were not done) and Ms. Tschirhart informed her that she will look into the items that are not reported.

Mr. Tremols asked if the two lights that were burning 24 hours a day had been repaired. Ms. Tschirhart informed him that she was only aware of one light on Colonial Village and that it had been repaired. Mr. Jarvis informed her of the light on next to southeast corner by the pool also burns 24 hours a day. Ms. Tschirhart said that she will look into it.

The mailbox that was improperly installed was replaced with the old one and the mailbox on Ashley Lane needs to be replaced. Mr. Tremols informed the owners in attendance that Management has been very helpful in trying to replace mailboxes however the post office does not tell them when they'll be out.

91 Ms. Tschirhart reported that Management still does not know what time
92 Dominion will be on the property to install the new lights, but that she will
93 follow-up with them with a phone call. Ms. Lee asked that Ms. Tschirhart inform
94 her of the dates, as she has to put the stakes back out.

95
96 Ms. Tschirhart has a proposal for cosmetic repairs for the pool. Four contractors
97 have been out to look at the pool deck but none of them are interested in giving
98 bids. Ms. Tschirhart believes that although the pool deck is very unsightly, she
99 does not believe that anything needs to be done at this time. She would prefer to
100 wait until the Finance Committee has their Reserve Study done and then have a
101 professional engineer look at the pool deck to see what else needs to be done
102 before spending all the money. She does believe that the area around the diving
103 board can be repaired at this time.

104
105 Because of illness and the inspections Ms. Tschirhart has not been able to get an
106 initial bid for the Merrimac Trail pipe step but will get bids and give to the Board
107 for next month's meeting.

108
109 Reserve Study Bids were given to the Board last month. This will be discussed
110 further during the Finance Committee's report.

111
112 As an FYI, Ms. Krahn reported that Linda provided a memorandum from Fairfax
113 County. For the 2009 fiscal year's budget period, there will be an increase in the
114 solid waste disposal rate per ton which will impact the Association's contract for
115 trash removal. Ms. Krahn will send the memorandum to Ms. Tschirhart to send
116 out.

117 118 VI. COMMITTEE REPORTS

119
120 **Nominating Committee:** Previously discussed.

121
122 **ACC:** Ms. Lee reported that in February, there were three homeowner requests,
123 all of which were approved. The only new business discussed was the banners
124 because the Board had cited these. The ACC Guidelines are out of date so the
125 Committee decided they would clarify that owners are in compliance when
126 hanging the national flag, but to hang other banners they would be out of
127 compliance. Mr. Iddings asked about the appropriate size for flags that owners
128 could have in their yard. Ms. Lee was not sure and said that she will look into this
129 and report back to the Board. In addition to looking into the appropriate size for
130 flags, Ms. Lee will also look into seeing if flags and signs could be posted in
131 windows. It was reported that although the governing documents do not permit
132 signs to be posted in windows, there are certain exceptions.

133
134 The only concern was the mailboxes, which was addressed in Ms. Tschirhart's
135 report.

136

137 **Grounds Committee:** For a complete report from the Grounds Committee, see
138 Mr. Jarvis's full report. Below is a summary of the report.

139
140
141
142 Mr. Jarvis reported that the Committee has met twice since the last Board
143 meeting: March 25, their regular meeting and April 9, a special meeting to look at
144 some proposals that had come in. The Committee took up one other issue
145 regarding Blade Runners and the need to have an emergency contact number for
146 them.

147
148 The Arbor Day celebration is scheduled for April 26th and all plans have been
149 finalized for the day. Activities will begin at 10:00 am with a Trash Treasure Hunt
150 and the kids will be eligible for prizes, which have already been purchased. The
151 County Board Chair, Jerry Connolly, will be out to say a few remarks and to help
152 plant one of trees at the park.

153
154 The Committee's first scheduled work day was rained out. A few days later, Mr.
155 Jarvis, his son, and a couple of neighbors planted Crape Myrtle trees.

156
157 April 12th was Work Day for the Committee and they removed all of the bamboo
158 and about 20% has been bundled. They have decided that over time to not only
159 cut the bamboo down, but to dig it out.

160
161 The Committee planted trees and Mr. Iddings informed the Board that he has
162 pictures of the tree planting and will post them on the web site.

163
164 The Committee reviewed proposals submitted by five companies for the tree work
165 previously approved by the Board and recommends contracting with Big Steve's
166 Tree Service for the removal of trees and contracting with Blade Runners to plant
167 new trees and to water the Crape Myrtles they previously planted.

168
169 The Committee approved the Peyton Forrest Neighborhood Project which will
170 stop erosion and mud on one of the sidewalks. Upon approval from Mr. Tremols
171 and Management, the Committee spent about \$289.00 on paving stones and
172 plants.

173
174 **MOTION: Mr. Jarvis moved, Ms. French seconded, to accept the**
175 **recommendations from the Grounds Committee to accept Blade Runner's**
176 **proposal for the erosions project for numbers 1-5 and number 10. The**
177 **motion passed unanimously (5-0-0).**

178
179 Mr. Jarvis wanted to know where everyone stood regarding the nature trails, as
180 the Committee wants to open them up to the Association's community. Ms. Linda
181 Boone mentioned that it may be premature to start work at this time, as there is
182 work being done where they are thinking of putting the trails. Ms. Kristin Walsh

183 mentioned there is also quite a bit of quite trash there and that it was very loud.
184 Mr. Iddings added that although there is quite a bit of trash, as well as a lot of
185 deer, there are other nice things in the area and thought it would add a lot of value
186 to develop something in the area.

187
188 The Committee wants to have an asphalt sidewalk at Lafayette Village Drive all
189 the way out to Hunter Drive and would like to have the County cover the cost, as
190 well as put the sidewalk down. In addition, there is also a stream there that needs
191 to have a bridge built over it. The Board agreed that the Committee should draft a
192 letter to the County for the Board's review and they will proceed from there.

193
194 **Finance Committee:** Ms. French reported that the Committee met in March and
195 also met with KPA's chief financial officer. The meeting was very successful and
196 although they had questions about KPA's Financial Report, everyone walked
197 away from the meeting feeling better about KPA's Financial Reports and the
198 types of information that the board will now be receiving from KPA. She reported
199 that LMA, the former Management Company did not do a good job preparing the
200 Association's Financial Reports, giving KPA poor information from which to
201 start for the new year. However, the Committee feels they will now have better
202 information coming from KPA regarding the financial status of the Association.

203
204 A draft of the 2007 Audit has been completed and will be forwarded to the Board
205 for their review. Ms. French requested that Ms. Tschirhart forward a copy of the
206 draft as soon as possible.

207
208 The Committee reviewed four proposals for the 2008 Reserve Study. The
209 Committee recommended that the board accept the proposal from Miller and
210 Dodson, as they will provide more for the money, including charts and graphs that
211 will project 20 years out for the type of income the Association will receive.
212 Additionally, the projections will take inflation into account when calculating the
213 Association's projected income. Miller and Dodson will also make
214 recommendations for planning, including engineering recommendations and ways
215 to stretch the finances without trying to get everything done in 2012.

216
217 **MOTION: Mr. Jarvis moved, Mr. Walsh seconded, to accept the**
218 **recommendation from KPA Management and the Finance Committee to**
219 **select Miller and Dodson as the company to complete the 2008 Reserve**
220 **Study. The motion passed unanimously (5-0-0).**

221
222 **Neighborhood Watch:** Mr. Sarr was not present therefore Mr. Jarvis informed
223 the Board that there will be a Neighborhood Watch Committee meeting at Mr.
224 Sarr's house on Tuesday, April 15th.

225
226 **Communications:** Ms. Kristin Walsh reported that the newsletter was distributed
227 on March 31st and the next issue is scheduled for delivery on May 21st.

228

229 To cut back on the postage expenses, it was decided that the newsletter mailing
230 and the pool mailing would be combined.
231

232 The press release has been mailed out regarding the Arbor Day celebration and
233 she has contacted everyone Mr. Jarvis asked her to contact.
234

235 Ms. Walsh asked Ms. Tschirhart if it would be possible for the Committee to
236 include a short survey in the invoice mailing that Management is sending to
237 owners. The survey would try to ascertain why owners do not attend the Board
238 meetings, how many owners have e-mail addresses, the kind of things owners
239 would like to see in the newsletter, if there are children in the household, etc. Mr.
240 Iddings informed Ms. Walsh that there are about 90 out of the 319 owners who
241 have e-mail address and suggested that instead of including a survey in the
242 invoice mailing, that Ms. Walsh consider including the survey as a page in the
243 newsletter. Ms. Walsh replied that she had tried this before but it was not
244 successful, as she had only two responses, both of which were from the same
245 household.
246

247 Mr. Jarvis asked if she would include a question in the newsletter asking: *'if there*
248 *was a club house, would you rent it out?'*
249

250 Ms. Walsh asked the Board to start thinking about a day for the summer barbecue,
251 as this will be mentioned in the August issue.
252

253 **Pool and Recreation:** Ms. Linda Witham asked Ms. Tschirhart if she could
254 order the stickers for the pool passes and provided her with the colors to choose
255 from and the name of the company that was used last year. Ms. French asked Ms.
256 Tschirhart if new owners knew how to get the pool passes. She informed her that
257 she was not sure but will check on it. Mr. Iddings mentioned it would be useful to
258 put the information on the website about how owners can obtain pool passes.
259

260 Ms. Linda Witham reported that the yard sale is scheduled for May 10th.
261

262 **MOTION: Ms. Krahn moved, Ms. French seconded, that the Board**
263 **encourage the community to participate in the yard sale on May 10th and to**
264 **allow owners to sell items in front of their homes. The motion passed**
265 **unanimously (5-0-0).**
266

267 **VII. OLD BUSINESS**

268
269 There was no old business to discuss.
270

271 **VIII. NEW BUSINESS**

272
273 The Board and Management discussed the relocation/removal of trash cans that
274 are in violation for pick-up on Monday. Mr. Tremols reported there was a hearing

275 on April 7th, but those who were in violation did not appear, so they will now be
276 fined \$10.00 a day up to a total of \$900.00.

277
278 He explained that the question came up about those who were not concerned
279 about the fine they'd received and still refused to move their trash can. He
280 informed the Board that an idea was discussed and it was asked if the Association
281 could have the trash cans moved to the back of owners' homes.

282
283 Ms. Lee reported there is an owner on Butterfield Lane who has complained for
284 three months about another owner leaving his trash can out and since nothing has
285 been done, others are now leaving their trash cans out on Butterfield Lane.

286
287 The Board discussed other options as to what could be done to remedy this
288 problem and it was agreed that Ms. Tschirhart would check out the best remedies
289 available and what legal recourse the Association has.

290
291 Mr. Tremols reported that a couple of months ago Blade Runners dumped mulch
292 in the middle of Lafayette Village Drive and left it overnight. This was hazardous
293 because no one could see it. Fortunately, no one was hurt because Mr. Jarvis put
294 out lights. For this reason, the contract needs to be amended to include an
295 emergency number. The Board agreed that Ms. Tschirhart will send a letter to
296 Blade Runners asking them to inform the Association of when they will be
297 coming to the Association. In the letter, the Association will make
298 recommendations as to where Blade Runners should leave mulch if it needs to be
299 stored. In addition, Ms. Tschirhart will ask the amount Blade Runners would
300 charge the Association to move trash cans to the back of houses of owners who
301 leave their trash cans out after the trash has been picked up. The letter will also
302 ask Blade Runners for an emergency number where someone can be reached after
303 hours.

304
305 **IX. ACTION ITEM REVIEW**

306
307 The following action items from tonight's meeting were logged by Ms.
308 Tschirhart:

- 309
- 310 • Provide a time frame on the list of violations for the new owner of the home
311 on New Hampshire Village (Lafayette Village) that was in foreclosure.
 - 312 • Send a letter to the owner of 5719 Mt. Airy.
 - 313 • Check on ACC violations and add them to the report.
 - 314 • Obtain a copy of the 2007 Audit report for the Board

315 **X. EXECUTIVE SESSION**

316
317 **At 8:50p.m. Mr. Jarvis moved, Mr. Walsh seconded, to move into Executive**
318 **Session to discuss delinquent accounts. The motion passed unanimously (5-0-**
319 **0).**

320

321 **The Board came out of Executive Session at 9:28p.m. and directed the**
322 **Management Company to waive late fee for one homeowner due to apparent**
323 **management company error; to check legality of towing car partly on**
324 **sidewalk; and to provide more information on two properties with issues for**
325 **Board review.**

326
327 **XI Adjournment**

328
329 There being no further business to discuss, Mr. Tremols adjourned the meeting at
330 9:29p.m.

331
332 Respectfully Submitted,

333
334
335 E.J.Jarvis II
336 Secretary

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XI. ADJOURNMENT

The Recorder was excused from the meeting and was not present for the Executive Session or the Adjournment but was asked to record that the Executive Session would last for about 30 minutes and then the meeting would adjourn.

Therefore,

There being no further business to discuss, the Board meeting was adjourned at 9:30 p.m.

Respectfully Submitted,

E.J.Jarvis II
Secretary

356
357