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2 LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

3  
4 **BOARD OF DIRECTORS MEETING**

5  
6 **February 13, 2006**

7  
8 **Mason District Government Center**  
9 **6507 Columbia Pike**  
10 **Falls Church, Virginia 22042**  
11 **7:00 P.M.**  
12

13  
14 **BOARD MEMBERS AND COMMITTEE MEMBERS PRESENT**

15  
16 **MARY MCFADDEN**                      **PRESIDENT**  
17 **JOAQUIN TREMOLS**                **VICE PRESIDENT**  
18 **CARL IDDINGS**                    **SECRETARY**  
19 **LINDA BOONE**                     **TREASURER**  
20 **KATHIE FRENCH**                 **MEMBER AT LARGE**  
21

22 **COMMITTEE CHAIRS**

23  
24 **HATTIE WALDEN**                    **ACC/GROUNDS (Absent)**  
25 **LINDA WITHAM**                    **POOL/RECREATION**  
26 **BRENT THOMPSON**                **WEBMASTER (Absent)**  
27

28 **MANAGEMENT COMPANY ATTENDEES**

29  
30 **BETH HARRISON**                    **MANAGEMENT AGENT**  
31 **DAVE CICCARELLI**                **MANAGEMENT AGENT (Absent)**  
32 **LAURA WILSON**                   **RECORDING SECRETARY**  
33

34 **NINE HOMEOWNERS IN ATTENDANCE**

35  
36 **I.        CALL TO ORDER**

37  
38 Ms. McFadden officially called the meeting to order at 7:08 p.m. She introduced the  
39 Board Members, committee chairs and management attendees.  
40

41 **A.        Deer Population**

42  
43 There was discussion on the overflow of deer in the neighborhoods. Homeowners Mary  
44 Jo Kelgren, Mike Loudon and other homeowners have researched what the community  
45 can do to manage the situation. Ms. Kelgren stated that the deer do not have enough to  
46 eat and that is why they are eating all the vegetation in our neighborhoods. Ms.

47 McFadden stated that there was an article in the newsletter on this issue. Three  
48 representatives were present to address the situation, two from Suburban Whitetail  
49 Management of Northern Virginia (SWMNV) and one, the Fairfax County Wildlife  
50 Biologist. Ms. Kelgren distributed pictures of the damage done around the  
51 neighborhood. Ms. McFadden said that Ms. Kelgren and her husband have done a lot of  
52 research. Bob Flanagan from SWMNV stated that deer overpopulation is a common  
53 occurrence in our area. SWMNV is a volunteer organization in the business of  
54 eliminating the deer. They bow hunt in the neighborhoods from tree stands. . The  
55 representatives of SWMNV went into detail about how their service works. Discussion  
56 ensued between the homeowners, the Board and SWMNV on what the process would be  
57 for homeowners who wanted to pursue this.

58  
59 Mr. Tremols asked the County's wildlife biologist if the County approves of the proposed  
60 hunt. The representative said that the county could use all the help it can get in managing  
61 deer herds in the county. Deer hunts are allowed in county parks only under special  
62 circumstances, but on privately owned property, owners can obtain permits for a group  
63 like SWMNV to hunt and kill deer. He stated that Board should contact the Park  
64 Authority to notify them of the severity of the deer problem and ask that they strongly  
65 consider adding the Hidden Oaks Park (which borders to the community) to their list of  
66 areas to be addressed regarding the deer population. He noted that this process usually  
67 takes a year or two before approval is obtained from the Park Authority Board.

68  
69 Mr. Iddings stated that the newsletter article was not as clear as it could have been in  
70 regard to exactly what is being envisioned for the deer hunt. In fact, the Board would be  
71 agreeing to a deer hunt on an ongoing basis, and the community should be made aware of  
72 this. Ms. Boone said she also is aware that there have been deer hit by cars in the  
73 neighborhood. Mr. Tremols asked if anyone opposed this idea. Some homeowners just  
74 said that weren't aware of this being an issue in the areas where their houses are located.  
75 Ms. McFadden asked if the three homeowners who have done the research would take  
76 the lead on this project, particularly with respect to obtaining homeowner consent on  
77 Merrimac Trail.

78

## 79 **II. HOMEOWNER INQUIRIES**

80

81 Ms. Witham said that she had received a violation notice from LMA and that the  
82 violations weren't for her address even though the violation letter had been sent to her  
83 address. She said that the violations list provided to the Board is also incorrect. Ms.  
84 Harrison said that she would work with Melissa at LMA to ensure this problem is  
85 resolved. Ms. McFadden stated that the violations list is difficult to work with because it  
86 is sorted inconsistently, and not by street address. Beth Harrison said that the list is  
87 sorted by lot number and not street address, which is why street addresses appear in an  
88 odd sequence. She said she is still working on the spreadsheet and will try and correct  
89 the situation.

90

91 Ms. Witham also praised Springfield Nursery on the great job they did on the snow  
92 plowing. All the board members agreed that SNI had performed excellently in plowing

93 the neighborhood streets and had impressed the community by completing the plowing  
94 by mid-morning. Ms. Harrison will call SNI and thank them for their work.

95

96 **III. COMMITTEE REPORTS**

97

98 **A. POOL/RECREATION/SOCIAL COMMITTEE:**

99

100 Ms. Witham asked Ms. Harrison about the status on the baby pool fence. Mr. Iddings  
101 said that there were problems with the two bids they had received, because one vendor  
102 had misunderstood the scope of work. Two proposals for replacing the baby pool fence  
103 were summarized and it was noted that one proposal include replacing the six foot fence  
104 as well as the three foot fence. Ms. Witham said the Association needs three quotes for  
105 replacing the three-foot section of fence only. She also stated bids were needed for the  
106 replacement lifeguard chair. She noted that the Association only budgeted to replace one  
107 of the two lifeguard chairs and suggested that Atlantic Pool could provide one of the bids.  
108 Ms. Witham stated she was curious on how to handle the process of mailing out the pool  
109 passes and rules. She stated that a package is usually mailed to every homeowner  
110 containing the registration form, pool rules, etc. She suggested that the Association  
111 consider ways to save money on this process such as printing the forms on the front and  
112 back of the paper. Ms. Harrison went into detail on the budget for the pool passes.

113

114 Ms. Witham asked if the Board thought there should be any changes made to the pool  
115 rules. The only suggestion was changing the rule that states children between the ages of  
116 12-15 years old not be allowed at the pool without an adult, 18 years or older before  
117 6:00pm. It was determined that this rule already exists in the current rules therefore no  
118 changes are needed in the printed rules. Problems will be addressed with individuals as  
119 they arise.

120

121 Volunteers are needed for the yard sale. In the past, participation by 8 – 10 houses has  
122 been necessary for the yard sale to occur. Ms. French asked if homeowners who live on  
123 Merrimac Trail could participate by having yard sales at their homes at the same time the  
124 townhouse community had their yard sale. Ms. Witham instructed them to contact Mr.  
125 Iddings. Each house gets charged \$20.00 to participate; if they participate in the yard  
126 sale, they will get \$10.00 back. The remaining \$10.00 would be used for the ad in the  
127 Washington Post. The possibility of changing the format of the yard sale within the  
128 townhouse community was also discussed also, e.g. allowing residents to sale curbside in  
129 front of their homes.

130

131

132 **B. ACC/GROUNDS COMMITTEE:**

133

134 Mr. Tremols said that there is no report from the ACC this month.

135

136 **C. NEIGHBORHOOD WATCH:**

137

138 Mr. Iddings said that he did get an email message from someone who attended the  
139 security meeting in January. They were tasked to get in touch with other HOA's to see  
140 how they organized their neighborhood watch programs. She will be in attendance at the  
141 next meeting. Mr. Tremols suggested also looking at the website for further information.  
142 Mr. Iddings further mentioned that a car was broken into recently. Ms Harrison said that  
143 she had received word that a homeowner had a rock thrown through the sliding glass  
144 door of his house.

145

146 **D. COMMUNICATIONS/MEDIA/ COMMITTEE:**

147

148 Ms. McFadden thanked Ms. French for her hard work on the last newsletter. Ms.  
149 McFadden asked that articles please be sent to her no later than March 15<sup>th</sup> so Ms. French  
150 could have enough time to handle the formatting.

151

152 **E. FINANCE COMMITTEE:**

153

154 Ms. Boone said that the finance committee has not officially met but has had phone calls  
155 over the reinvesting of a CD that matured in February. The committee is going to try to  
156 follow a similar budget process as was used last year, by having committee chairs present  
157 their budgets in hearings to the finance committee. The committee hopes to have a  
158 budget in draft by Labor Day.

159

160 Mr. Iddings wanted to address their money market account with BB&T. Discussion  
161 ensued between LMA, the Board and Ms. Boone on handling their banking through a  
162 bank that provides the HOA with a better return on their money market account. Ms.  
163 Boone stated that there is some restraint on the way our funds are invested since we are  
164 an organization and it's not a personal financial investment. Ms. Harrison said that Mr.  
165 Ciccarelli is better informed on financial institutions and she will ask Mr. Ciccarelli and  
166 get back to the Board.

167

168 Ms. McFadden brought up the email that Ms. Boone sent out today in regard to the CD.

169

170 **MOTION: Ms. Boone moved, Mr. Iddings seconded, to reinvest with First Service**  
171 **our CD for one year. Ms. Boone confirmed the rate on the investment. The motion**  
172 **passed unanimously (5-0-0).**

173

174 **F. TRAFFIC COMMITTEE:**

175

176 Mr. Iddings said that there is nothing to report on the traffic calming. There will be an  
177 article in the March/April newsletter discussing the neighborhood parking district and  
178 requesting volunteers to assist with the petition

179

180 **G. SECRETARY'S REPORT:**

181

182 Mr. Iddings presented the January draft minutes to the Board.

183

184 **MOTION: Mr. Iddings moved, Ms. McFadden seconded, to approve the January 9,**  
185 **2006 meeting minutes as amended. Minute-by-Minute will make the two requested**  
186 **changes. The motion passed unanimously (5-0-0).**  
187

188 **H. TREASURER'S REPORT:**  
189

190 Ms. Boone stated that it appears that all of the money accounts have been moved from  
191 Armstrong Management to LMA, and everything has been accounted for as accurate.  
192 Ms. Boone noted that this is a clarification of last month's minutes where it was thought  
193 that not all funds had been transferred from Armstrong. Ms. McFadden said that last  
194 month's report that a previous homeowner debt was still outstanding was investigated  
195 and determined to be inaccurate.  
196

197 Ms. Boone said that the Association is tracking along pretty well in the budget this year  
198 thus far. The Association has one CD to reinvest this year; the next one becomes due in  
199 2008. She noted that the Association is keeping its CDs invested at banks that pay the  
200 highest rates available. She stated that if anyone is interested, the committee would  
201 gladly take advice and suggestions; all interested homeowners are welcome to join the  
202 Finance Committee at their meetings on the 4<sup>th</sup> Thursday of every month at her home.  
203

204 **IV. OLD BUSINESS**  
205

206 **A. VISITOR'S PARKING:**  
207

208 The Board and homeowners discussed the visitor-parking situation. The Board is  
209 considering setting a price per space, which would generate money for the Association to  
210 be used on some of the many projects that the community would like to undertake. Mr.  
211 Tremols stated that the Board should consider selling the spaces to the highest bidder in  
212 order to get the most from the spaces. A homeowner stated that he felt that might not be  
213 the best way to handle it.  
214

215 A homeowner made a plea to maintain visitor parking spaces. The homeowner stated  
216 that they do not like to have their daughter's friends having to park on the street because  
217 they have to compete with the construction vans taking up spaces on Lafayette Village  
218 Drive. She stated that she is a single mom and for safety reasons it is nice to have a  
219 parking spot that is available and she thanks the Board for doing such a great job of  
220 ticketing violators. Another homeowner agreed with her points but also feels that  
221 homeowners can also benefit from the profits of selling the visitor parking spaces. Ms.  
222 McFadden understands the concerns of the homeowner but states that the Board doesn't  
223 feel like chasing after violators every day so there are not many other options that will  
224 work.  
225

226 Discussion ensued on the rules for owners of the spaces.  
227

228 Ms. McFadden was really hoping that the leasing of the spaces, which would benefit  
229 everyone in the community, would be our solution. Ms. French suggested trying it for a

230 year. Mr. Tremols said that he did want to point out that the few people who are here  
231 tonight are the minority of what the community feels on the subject. He thanked them for  
232 attending and volunteering their time.  
233

234 **B. EROSION PROPOSAL:**

235  
236 Ms. Harrison provided the Board with three erosion proposals from Springfield Nursery.  
237 The Board discussed the erosion issues for which the proposals were received and the  
238 severity of the erosion problems. The Board and LMA reviewed the proposals. Ms.  
239 Boone said she doesn't understand what the Board can do with the proposals tonight,  
240 since the ACC Chair is absent. She suggested that before the Board committed to an  
241 \$8,000.00 expenditure; it should be reviewed with the ACC Chair to ensure that the  
242 money is being spent on the area that needs the most immediate work. Mr. Tremols said  
243 that he would rather just address the issue now as the erosion is getting worse by the day  
244 and the Association has worked with Springfield Nursery before and have been very  
245 happy with their work. Ms. McFadden asked Ms. Harrison if these are the worst issues in  
246 the community right now. Ms. Harrison and Mr. Iddings both agreed that they are not the  
247 worst issues, but she can't get anyone to give us a proposal for the worst issues. Mr.  
248 Iddings believes we should put a package together on everything that needs to be done.  
249 Mr. Tremols agrees that these are not the biggest erosion issues, but these are the only  
250 bids we've received and if we don't deal with these issues now then they will just get  
251 worse. Ms. Boone said that the requests we have from the ACC now total \$15,000.00,  
252 and the other issues are worse than this issue for which we already have an \$8,000.00  
253 proposal. Discussion ensued on the erosion proposals. Ms. Boone wants a prioritized  
254 plan for how to address the erosion and tree management issues over the next 5 years.  
255

256 A homeowner suggested that much of these erosion issues come from not taking care of  
257 the trees i.e. mature tree trimming, planting ground cover, etc. This should also be  
258 addressed when handling these issues.  
259

260 Ms. McFadden asked Ms. Harrison to get bids from the two previous contractors that the  
261 Association has used for Byrds Nest Pass and Brunswick Forest; those are the two worst  
262 issues. She suggested getting a quote from the previous two contractors and ask them if  
263 they can recommend someone else who can provide an estimate.  
264

265 **C. DOODY CALLS PROPOSAL:**

266  
267 Ms. McFadden stated that the Board is waiting until next month to consider the Doody  
268 Calls proposal noting that due to the snow Doody Calls was not able to clean the  
269 neighborhood. The Board and LMA discussed the areas in which Doody Calls would  
270 clean up, e.g. Lafayette Village Drive, the Tot Lot, and the part of Trammel Road that  
271 connects to Merrimac Trail.  
272

273 **D. STREETLIGHT REPAIRS:**

274

275 The Board reviewed an invoice from Kolb Electric. Ms. McFadden felt the quote for the  
276 replacement of lights was very good. Ms. McFadden asked Ms. Harrison to get in touch  
277 with the company and have them clarify which light it is that the invoice states they  
278 fixed. Since they conducted the survey she would also like to know why some lights are  
279 better than others. Mr. Tremols would like to proceed. Ms. Boone said she couldn't  
280 believe we only have one bid and that we are not waiting for other bids to compare. Mr.  
281 Tremols said that to replace three broken coach lights for \$1,700.00 is a good deal, and  
282 that it seemed like a reasonable price to him. More discussion on whether to accept the  
283 proposal ensued.

284  
285 **MOTION: Mr. Iddings moved, Mr. Tremols seconded, to accept the bid from Kolb**  
286 **Electric. Ms. French would like to know what an auditor would do if we just got**  
287 **one bid. Ms. Boone wants to note that we used to not accept this from the old**  
288 **management company and now we are accepting it again. Discussion continued**  
289 **between the Board, LMA and the homeowners on whether or not to accept the bid.**  
290 **Ms. McFadden suggests that we modify the motion to move on this and have the**  
291 **work done thirty (30) days from now and in the meantime Ms. Harrison can see if**  
292 **she can get any other bids. There was no second. Ms. Boone stated that she would**  
293 **like to have the work done but would like to get more than just one bid in the future.**  
294 **Mr. Iddings thinks the Association should explore pursuing long-term relationships**  
295 **with these companies and building in a retainer every year. Mr. Tremols agreed**  
296 **with Ms. Boone that for the future we should get more than just one bid but this**  
297 **particular issue seems like a fair bid. Ms. McFadden called the question on motion**  
298 **to accept the bid from Kolb Electric to have three light fixtures replaced at a cost of**  
299 **\$1,700 and to exclude the labor and cost for the pools portion of the proposal. The**  
300 **motion passed unanimously (5-0-0).**

301

302 **V. NEW BUSINESS**

303

304 **A. SPECIAL ASSESSMENT:**

305

306 Mr. Iddings noted that a special assessment requires that the proceeds of the assessment  
307 be directed to a focused and specific project to be completed in a year. We are not in a  
308 position at this point to develop such a project. Mr. Tremols thinks this item should be  
309 tabled.

310

311 **B. CRACK AND SEAL PAVING REPAIR:**

312

313 Ms. McFadden asked management to start getting bids for this work to be completed this  
314 spring. Mr. Iddings asked LMA to come in and check the neighborhood for areas that  
315 need to be corrected. Ms. Harrison asked if the Board remembers who had done the work  
316 for them in the past. Mr. Tremols said that Mr. Ciccarelli seemed to know a lot about the  
317 subject and it seems as though he could give us some advice. Ms. Harrison asked if the  
318 Board had budgeted for paving. Ms. Boone said that if the reserves hold out, we do. Mr.  
319 Iddings suggested obtaining the services of an engineering firm to prepare a plan  
320 identifying and prioritizing the paving repair work to be done. Ms. McFadden said we

321 need to look toward getting three (3) bids from engineering firms and two of those should  
322 be the companies that did the street-by-street reserve studies on what needs to be done.

323  
324 A homeowner suggested that if an engineering firm is coming into to look at the  
325 pavement maybe they could also look at the erosion problem. Ms. McFadden  
326 commended the homeowner on her great idea and agreed. Accordingly, LMA was tasked  
327 to contact 3 engineering firms to evaluate the erosion problem and submit their  
328 recommendations including a prioritization of work. The engineering studies should also  
329 include an evaluation and prioritization of needed asphalt work. If possible, the  
330 engineering firms should include recommendations of contractors who can perform the  
331 needed work. LMA was given the names and contact information for the 2 engineering  
332 firms that have conducted reserve studies for LVCA in the past.

333  
334

335 **VI. MANAGEMENT REPORT**

336

337 The Board reviewed the management action report. Ms. McFadden asked why the Board  
338 hasn't had a report from Dominion Towing since November 2005 as they are supposed to  
339 be providing LMA with a monthly report. Ms. Harrison will investigate this.

340

341 The Board and LMA reviewed the action item list.

342

343 **VII: EXECUTIVE SESSION**

344

345 **The Board agreed by consensus to move into an Executive Session at 10:25 p.m. to**  
346 **discuss delinquent association dues and questions regarding contracts.**

347

348 **VIII: ADJOURNMENT**

349

350 **There being no further business, the Board agreed by consensus to adjourn the**  
351 **February 13, 2006 Board of Directors meeting at 10:40 p.m.**

352

353 **Respectfully submitted:**

354

355

356 \_\_\_\_\_  
**Laura C.T. Wilson**