

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

JULY 28, 2005

**Mason District Government Center
6507 Columbia Pike
Annandale, VA 22003
7:00 P.M.**

BOARD MEMBERS AND COMMITTEE MEMBERS PRESENT

JOAQUIN TREMOLS	VICE PRESIDENT
LINDA BOONE	TREASURER
CARL IDDINGS	MEMBER-AT-LARGE
HATTIE WALDEN	ACC CHAIR
BRENT THOMPSON	NEWSLETTER/WEBSITE CHAIR
	POOL/REC COMMITTEE CO-CHAIR

MANAGEMENT ATTENDEES

MARK HOAGE	MANAGEMENT AGENT
BARBARA SEAMAN	RECORDING SECRETARY

TWELVE HOMEOWNERS IN ATTENDANCE

I. CALL TO ORDER

Vice President Tremols called the meeting to order at 7:06 p.m.

II. APPROVAL OF PRIOR MEETING MINUTES

Upon a motion made by Mr. Iddings and seconded by Ms. Boone, the Board unanimously approved the Minutes of June 22, 2005 as amended.

III. OWNER/RESIDENT INQUIRIES

Ms. Kelgren (3712 Merrimac) said she received a non-compliance letter with no pictures listing 3 violations. She said that cleaning the brick on her chimney was not in the ACC guidelines. She also said that gutters would be painted, but that siding was new and did not need cleaning. She asked for a re-inspection. Mr. Hoage replied that some violation letters contained no pictures. He also said that the committee would look at the chimney and siding. Mr. Tremols asked that Armstrong reply in writing. Ms. Kelgren added that compliance deadlines were too short and asked for an extension to the end of the year. Mr. Tremols said that the Board was reviewing violations and that the ACC would review compliance dates. Ms. Walden said she would re-inspect on the weekend and reply by email on Monday. Mr. Tremols said there was a month-long delay in sending out letters. Mr. Hoage said dates were adjusted to give a 30-day notice. Another owner questioned the process. Mr. Lu said that he also received no pictures with his non-compliance letter. Ms. Connolly said nothing was posted about the Board meeting. Mr. Tremols replied that meetings were generally on the 4th Thursday of the month and that notices were hand-delivered to residents. He also said that notice of the next meeting would be in the July newsletter. Ms. Connolly

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suggested posting notices at the pool. Mr. Iddings suggested posting notices on the mailboxes, but Mrs. Kelgren noted that it was illegal to do so.

Ms. Boone suggested posting when assessments were due. She also said that the date for meetings had to be changed because the room was no longer available. Ms. Connelly added that lifeguards at the pool were not sending unaccompanied children home. The owner of 3979 Hancock asked when the tree stump at her home would be removed. Mr. Hoage replied that he would call Springfield Nursery now that the removal has been approved.

IV. REPORTS OF OFFICERS AND COMMITTEE CHAIRS

A. ACC/Grounds Committee: Ms. Walden reported that trash receptacles had been approved. She also said that she contacted 7 contractors regarding siding and received 3 proposals. She added that the original colors were not available. She said that ACC guidelines were being updated for townhouses and single family homes. She said that the guard rails at the tot lot would cost \$3,500.00 – \$5,000.00 and that the ACC would do more research. One resident reported on the number of trees that were dead or dying on Lafayette Village Drive. Ms. Walden said 3 trees were slated to be removed immediately. Ms. Boone said that there should be a program for removal and replacement of trees. Mr. Tremols said that the ACC committee needed more volunteers. Ms. Walden said she had tried to assist owners, but the budget has been a deterrent.

B. Neighborhood Watch: Mr. Tremols said the committee had no chair and no volunteers.

C. Pool/Recreation Committee: The Board instructed the pool committee to proceed with ordering the pool furniture, as it has been authorized to do so. Ms. Witham reported that the cost of the new chairs would be \$7,180.00 and that the colors have been narrowed down to 2 choices. She added that the chairs would take 4 - 6 weeks to arrive and recommended ordering in the fall when it was not as busy. Mr. Tremols added that the figure was under the \$8,000.00 previously approved for the chairs. Ms. Boone also said to pass the word about the pool party on Labor Day weekend. In response to Ms. Connolly's comment that trees along the fence line were dropping sap on the chairs, Mr. Hoage said that those trees were on the list and he would get a price from Boyers on trimming them. Ms. Witham also said that pool passes would be different next year.

D. Newsletter/Website Committee: Mr. Thompson said that he was designing a new website with features useful to the neighborhood. He also said it would include an interactive map that the homeowner could update, a message board, and a chat room. He added that Board members could be the moderators of the content. He also said that the website would be limited to registered users. Ms. Walden suggested including approved colors as on the old site. Mr. Thompson said that there would not be a charge to the community and through paid advertising it could pay for itself. Mr. Hoage recommended adding a disclaimer on the advertisements. Mr. Tremols suggested that the Board meet with Mr. Thompson on guidelines for the Website. Mr. Thompson added that residents could contact him at webmaster@webquacks.com. In terms of the newsletter, Mr. Tremols suggested that meeting dates and times should be included and that it be produced monthly. Mr. Iddings said that a resolution was made in 2000 on web guidelines. Mr. Thompson also asked residents to send him their email addresses.

E. Finance Committee: Ms. Boone reported that the committee reviewed information, discussed the reserve study, and looked into the budget process. She reminded committee chairs to develop a budget by the end of August and prioritize their projects. She added that the Board would meet in September to go over these budgets and vote on a final budget at the October meeting. One owner suggested identifying specific items owners want addressed so they can be tracked over the year. Ms. Boone also asked the ACC to look into an erosion plan, maintenance, and lighting. She also said that a CD that came due in June was rolled over at 4% interest. She added that there were no great overages or deficits. She said the budget had a positive balance of \$15,459.00.

F. RFP Committee: Ms. Smith said that using guideline from CAI; she contacted management agents to request proposals, score them, and sent results to the Board. She also said that the finalists were East Coast Management, Legum & Norman, and Loudon Management Associates. Mr. Tremols said that the contract with Armstrong would be terminated on August 31, 2005.

Loudon Management was then selected. Mr. Dave Ciccarelli, President of Loudon Management, was present, and he stated that the company was based on onsite presence and looked forward to working with the Association.

V. OLD/UNFINISHED BUSINESS

A. Erosion Behind Byrds Nest Pass: Ms. Walden said that Springfield Nursery was asking for more information. Mr. Iddings said that there was a 2-foot drop off at 7801 Byrds Nest Pass. Ms. Boone said that projects should be prioritized and this owner request should be rolled into an erosion study. Ms. Walden said that the owner would be informed about the ranking of projects. She added that she would make recommendations to the Board on erosion projects.

B. American Striping Emails: Mr. Hoage said that the company did not fulfill requirements. Mr. Tremols suggested looking at the wording of the contract. The matter was then tabled.

VI. NEW BUSINESS

A. Dominion Power Lighting Proposal: Mr. Hoage said he would be receiving the proposal in a few days.

B. Boyers Tree Service: Mr. Hoage said he asked for bids on 2 items and the removal of 3 trees. Ms. Walden said the Boyer proposal was separate from the tree removal.

C. Resolution on New Managing Agent: Mr. Iddings read the resolution stating that the contract with Armstrong would end on August 31st and that the proposal of Loudon Management Associates best fit the needs of Lafayette Village Association. He added that the contract was still being negotiated.

Upon a motion made by Mr. Iddings and seconded by Ms. Boone, the Board unanimously authorized Loudon Management Associates to be the new management agent.

Ms. Boone added that Ms. McFadden was also in favor of the resolution. Ms. Smith suggested creating a plan to transfer to the new company.

D. Accident near the Pool: Ms. Boone said that a car ran into and damaged an Association tree in front of the pool building. She requested that Armstrong contact the insurance company to obtain reimbursement costs. Mr. Hoage expresses concerns that filing a claim might affect the Association's insurance premiums. Ms. Smith pointed out that it was the driver's insurance policy that would pay for the damaged tree. Ms. Boone agreed and requested that AMS obtain a police report and file a claim with the driver's carrier. Ms. Boone recommended having the person who caused the damage pay. Ms. Smith also said it was not the Association's responsibility. Mr. Iddings added that Armstrong should follow up on the matter.

E. Writing off Small Amount Delinquencies: Ms. Boone suggested writing off delinquencies that are under \$5.00.

Upon a motion made by Ms. Boone and seconded by Mr. Iddings, the Board unanimously agreed to write off eleven (11) delinquencies all of which are less than \$5.00, thereby ending collection action, with the understanding that the owner still owed the money when the property was sold.

F. Zoning Exception Request: Mr. Tremols reported that Ms. Paula Lopez requested a zoning exception to establish a home business employing 4 people at her home at the corner of Hummer Road and Royce Drive. He said that the County recommended approval of the permit but because of community involvement the zoning board did not approve it. He added that bylaws permitted home offices, but that the concern was the destabilizing effect on the neighborhood. Ms. Smith suggested defining increased traffic and establishing guidelines. Mr. Iddings recommended that the Board become active in reviewing these issues and the covenants governing home offices.

G. Violation Letters: Mr. Tremols said he received numerous complaints that Armstrong was too picky and completion dates were too short. He also said that the Board would review the violation letters with Ms. Walden's help. Ms. Smith suggested that the ACC take over the review and get volunteers to help her. Ms. Walden suggested doing an inspection in the fall with the new management company. Mr. Hoage said that people have spent hours doing walk-throughs and their efforts have not been recognized. Ms. Smith also suggested improving communication and getting more community involvement. One owner recommended combining with others to do small jobs.

H. Trucks on Lafayette Drive and Other Issues: Ms. Boone referenced an article in the Fairfax section of the Washington Post that reported on county-wide dissatisfaction with commercial parking in residential neighborhoods and noted that county supervisors recognized the issue.

VII. MANAGEMENT REPORT

Ms. Boone asked management to follow up with VDOT on the "children playing" signs. She also asked how the white coating of the pool was being charged and when the wading pool fence would be replaced since money was approved for both. Mr. Hoage said he would also check on the 2 refunds paid to homeowners. He added that the situation concerning multiple violations would be resolved by the August meeting. The Board then reviewed the Action Items list. Ms. Boone expressed concern that invoices were going to the Legal Counsel without Board approval.

VIII. EXECUTIVE SESSION

The Board entered into Executive Session at 9:57 p.m. and reconvened the regular meeting at 10:13 p.m.

IX. ADJOURNMENT

Upon a motion made by Ms. Boone and seconded by Mr. Iddings, the Board of Directors unanimously agreed to adjourn the July 28, 2005 meeting at 10:14 p.m.

Respectfully submitted,

Barbara Seaman