

1 LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

2  
3 **BOARD OF DIRECTORS MEETING**

4  
5 **August 14, 2006**

6  
7 **Mason District Government Center**  
8 **6507 Columbia Pike**  
9 **Falls Church, Virginia 22042**  
10 **7:00 P.M.**

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

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

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22  
23 **COMMITTEE CHAIRS**

24  
25 **JOAQUIN TREMOLS, acting** **ACC/GROUNDS**  
26 **LINDA WILTHAM** **POOL/RECREATION**

27  
28  
29 **MANAGEMENT COMPANY ATTENDEES**

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31 **BETH HARRISON** **MANAGEMENT AGENT**  
32 **DAVE CICCARELLI** **MANAGEMENT AGENT (Absent)**  
33 **BILLIE DENBO** **RECORDING SECRETARY**

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35  
36 **I. CALL TO ORDER:**

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38 Ms. McFadden officially called the meeting to order at 7:00 p.m. Introductions were  
39 made for the Board Members, committee chairs and management attendees.

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41 **II. HOMEOWNERS FORUM:**

42  
43 None

44  
45 **III. COMMITTEE REPORTS:**

47 **A. ACC/Grounds:**

48

49 Mr. Tremols stated that the Architectural Control Committee approved two homeowner  
50 requests this month and the committee has authorized more tree trimming in the  
51 community. Mr. Tremols discussed with the Board of Directors and management the tree  
52 maintenance costs and the "Tree Maintenance Fund" managed by the ACC. He  
53 requested that the Board of Directors consider supplementing the "Tree Maintenance  
54 Fund" so that more tree work, which is needed in the community, may be completed. Mr.  
55 Tremols described different tree work in the community to include mulching, stump  
56 grinding and bushes and tree maintenance. He stated that the next ACC meeting is  
57 schedule for Monday, August 21, 2006. Ms. McFadden stated that the Board of Directors  
58 has an obligation to maintain common areas for beautification of the community,  
59 particularly Lafayette Village Drive and the basketball court area. Mr. Iddings discussed  
60 the bamboo behind Byrds Nest Pass that needs to be removed. He also requested that  
61 management inspect the area at Peyton Forest and Newport Glenn for erosion problems  
62 that may require attention.

63

64 **MOTION: Mr. Iddings moved and Mr. Tremols seconded, that the Board transfer**  
65 **\$3,000.00 from the operating fund to the tree management program to fund the**  
66 **removal of trees on Lafayette Village Drive and by the swimming pool. The work is**  
67 **to include mulching and/or grinding down of stumps and related tree and grounds**  
68 **maintenance on Lafayette Village Drive. These funds are to be repaid to the**  
69 **operating fund out of any remaining funds in the ACC Grounds Projects/**  
70 **Maintenance and Repair Fund at the end of the fiscal year. The motion was**  
71 **approved (4-1-0) Ms. Boone dissenting.**

72

73 **ACTION:** The Board of Directors directed management to research the balance of the  
74 line item "Maintenance & Repairs" in the budget.

75

76 **B. POOL / RECREATION / SOCIAL:**

77

78 Pool: Ms. Witham informed the Board of Directors that she has not received any further  
79 complaints about the lifeguards since Atlantic Pools implemented the changes in staff.  
80 Ms. Boone noted that when she visited the pool recently, it appeared many non-residents  
81 were using the facility. Ms. Boone requested that Ms. Witham direct the lifeguards to  
82 check all passes of those entering the pool area. Ms. Witham and the Board of Directors  
83 and management discussed that since outsiders seem to use the pool, it may be possible to  
84 increase income at the pool by selling pool memberships to outsiders.

85

86 Community Barbecue: Ms. Witham stated that Christie Magulas wrote an article for the  
87 newsletter announcing the date of August 27, 2006 for the "Community Barbecue" and as  
88 of yet she has not received any RSVPs. Ms. Harrison suggested posting signs in the  
89 community to remind residents of the date of the "Community Barbecue" and to RSVP.

90

91 Pool Restrooms: Ms. Harrison stated that she needs referrals for quotes on the work  
92 required at the pool restrooms. Ms. Boone stated that she would like to have commercial  
93 grade sinks and not residential.

94  
95 **ACTION:** The Board of Directors directed management to compose a statement of work  
96 for the pool restrooms and to solicit this for comparable bids.

97  
98 Pool Decking: Ms. Harrison informed the Board of Directors that Pool Doctor notified  
99 her that the fence at the pool is in the concrete and would required a lot of work to  
100 replace.

101  
102 Privacy Fence: Ms. Harrison discussed with the Board of Directors the quotes she has  
103 received for privacy fence replacement and she will solicit for more to include quotes for  
104 both PVC and wood fencing.

105  
106 Soda Machines: Ms. Harrison informed the Board of Directors that the company that  
107 provided them at the pool will remove the Pepsi machines and she will research for  
108 another vendor to provide machines for the pool season next year.

109  
110 Community Yard Sale: Ms. Witham and the Board of Directors discussed the  
111 community yard sale date and location. Ms. French stated that she needs the information  
112 to place in the next newsletter.

113  
114 **C. TREASURER'S REPORT:**

115  
116 Ms. Boone informed the Board of Directors that the Finance/Budget Committee  
117 continues to work on the 2007 Budget. She stated that the increases are large in some  
118 area for expenses. Ms. Boone reviewed and discussed the status of the operating account,  
119 reserve account and the investment accounts with the Board of Directors. Mr. Iddings  
120 questioned management about the CD investment accounts and the interest rates and  
121 penalty rates for early termination of these CDs, noting that with interest rates increasing,  
122 it may be cost-effective to move our funds to higher paying accounts. Ms. Boone stated  
123 that she would ask LMA to provide her with information about early withdrawal  
124 penalties for the lower interest CD accounts.

125  
126 **D. COMMUNICATIONS / MEDIA:**

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128 Website: Ms. French informed the Board of Directors that she has spoken to one  
129 individual that is interested in maintaining the community website and Ms. McFadden  
130 provided the name of another person to consider. Ms. French stated that she will compose  
131 a list of items to be included and maintained on the website and she requested the Board  
132 of Director members to provide her with their requests.

133  
134 Newsletter: Ms. French informed the Board of Directors that the next newsletter will be  
135 distributed in October 2006 and she needs input before September 15<sup>th</sup> to include articles

136 about the yard sale, budget, neighborhood watch, security and the notification of the  
137 Annual Meeting on October 9, 2006.

138

139 **E. TRAFFIC CALMING:**

140

141 Mr. Iddings stated that people have volunteered to assist in canvassing the community for  
142 input and obtaining signatures on a petition.

143

144 **F. NEIGHBORHOOD WATCH:**

145

146 Ms. Mussey discussed with the Board of Directors the National Night Out in the  
147 community. She stated that she has discussed with several homeowners volunteering for  
148 one night a month on Neighborhood Watch and that there will be training provided by the  
149 Fairfax County Police Neighborhood Watch division.

150

151 **IV. NEW BUSINESS:**

152

153 Breny's Proposal: Ms. Harrison reviewed and discussed the proposal submitted by  
154 Breny's for the erosion work. They discussed many areas in the community that have  
155 potential erosion problems and the severity of each problem area. Ms. McFadden and Mr.  
156 Iddings will meet with Mr. Alex Mendez, of Breny's Site Development L.L.C. to inspect  
157 the community to identify erosion problems and the severity of each area.

158

159 Paving Bids: Ms. Harrison reviewed and discussed the three paving proposals submitted  
160 by Dominion Paving & Sealing, Brothers Paving & Concrete Corp. and Pro-Pave Inc.  
161 They discussed the differences in the quotes submitted, whether a warranty was included  
162 or not, marking areas of work required, comparison of quotes, and the difference in the  
163 companies. The Board of Directors agreed to proceed with Pro-Pave and to have the  
164 work conducted in October 2006 after a walkthrough is completed to identify the scope  
165 of the work, the warranty is identified, the areas are defined and the written proposal is  
166 defined.

167

168 **MOTION: Mr. Tremols moved and Mr. French seconded, that the Board, having**  
169 **reviewed 3 contractor bids, accepts in principle the street repair and sealing**  
170 **proposal presented by Pro-Pave Incorporated, provided that Pro-Pave and available**  
171 **Board members walk through the community to identify clearly those areas to be**  
172 **patched and provided that the Pro-Pave proposal be amended to include a warranty**  
173 **against faulty material and workmanship for the work being performed and**  
174 **provided that the Mill, Patch & Overlay line items be removed from the Pro-Pave**  
175 **proposal and that these actions be reflected in a final proposal to be presented to the**  
176 **Board at its September meeting. The motion was approved unanimously (5-0-0).**

177

178 **ACTION:** Management was directed by the Board of Directors to obtain from Pro-Pave  
179 the available dates to conduct a walkthrough in the community with the Board of Director  
180 members to identify the scope of the asphalt and concrete work and the costs related.

181 Also, Ms. Harrison will request Pro-Pave to re-define the areas quoted in the proposal  
182 submitted.

183

184 Downspout / Erosion: The Board of Directors reviewed the letter drafted by management  
185 addressed to homeowners in reference to downspouts and the issues related to erosion  
186 problems caused by downspouts and that the downspouts that are causing damage or  
187 problems with erosion need to be redirected. The Board of Directors agreed to add a  
188 paragraph informing homeowners that they are responsible for any damage caused by  
189 their downspouts whether the problem is in their private property or common areas. The  
190 Board of Directors agreed to conduct a walkthrough in the community to identify  
191 downspouts that may cause erosion problems and they will provide this information to  
192 management. Ms. French suggested placing a copy of the finalized letter in the  
193 newsletter.

194

195 **ACTION:** Management was directed by the Board of Directors to 1) send this letter to all  
196 homeowners, 2) send personalized letters to those who have violation letters in their file  
197 relating to downspouts, and 3) provide a copy of this letter for placement in the  
198 community newsletter.

199

200 **V. APPROVAL OF MINUTES:**

201

202 **MOTION: Mr. Iddings moved, Mr. Tremols seconded, to approve the July 10, 2006**  
203 **Board of Directors meeting minutes as amended. The motion passed unanimously**  
204 **(5-0-0).**

205

206 **VI. OLD BUSINESS:**

207

208 Insurance Coverage: Ms. Harrison discussed with the Board of Directors the information  
209 she has received from the insurance provider.

210

211 **MOTION: Ms. Boone moved, Ms. French seconded, that the Board ratify the**  
212 **increases in insurance coverage proposed for the Pool House, community signs, and**  
213 **other community improvements, said increases to reflect actual replacement value**  
214 **for the insured items. The motion passed unanimously (5-0-0).**

215

216 **By this motion the Board authorizes the President to sign the appropriate insuring**  
217 **documents.**

218

219 Trash Contract: The Board of Directors reviewed the contract submitted by American  
220 Disposal reflecting an increase in service costs.

221

222 **MOTION: Ms. Boone moved, Mr. Tremols seconded, that the Board award a trash**  
223 **collection contract to American Disposal Services, said contract incorporating trash**  
224 **collection rates of \$15.95 per month per townhouse and \$22.74 per month per**  
225 **detached home and continuing with the service American Disposal Services**  
226 **currently provides. The motion passed unanimously (5-0-0).**

227

228 Action Item List: Ms. Harrison reviewed the management July Action Item List with the  
229 Board of Directors discussing closed and open items. Ms. Harrison indicated that item  
230 #2202 should be a VDOT project.

231

232 **VII. EXECUTIVE SESSION:**

233

234 **MOTION: Ms. McFadden moved, Ms. Boone seconded, to move into Executive**  
235 **Session at 9:53 p.m. to discuss the collection of delinquent homeownership dues.**  
236 **The motion passed unanimously (5-0-0).**

237

238 The Regular Session reconvened at 10:15 p.m.

239

240 **VIII. ADJOURNMENT:**

241

242 **There being no further business, the Board agreed by consensus to adjourn the**  
243 **August 14, 2006 Board of Directors meeting at 10:15 p.m.**

244

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