

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

AUGUST 18, 2005

Capitol Baptist Church
3504 Gallows Road
Falls Church, Virginia 22042
7:00 P.M.

BOARD MEMBERS AND COMMITTEE MEMBERS PRESENT

HATTIE WALDEN	ACC CHAIR
LINDA BOONE	TREASURER
MARY MCFADDEN	PRESIDENT
LINDA WITHAM	POOL/RECREATION CHAIR

MANAGEMENT ATTENDEES

MARK HOAGE	MANAGEMENT AGENT
LAURA WILSON	RECORDING SECRETARY
KIMBERLY WIGODE	RECORDING SECRETARY

TWENTY HOMEOWNERS IN ATTENDANCE

I. CALL TO ORDER

The meeting was unofficially called to order at 7:05 p.m. by Ms. McFadden. She noted that no quorum was present.

II. APPROVAL OF PRIOR MEETING MINUTES

Upon a motion made by Ms. McFadden and seconded by Ms. Boone, the Board unanimously approved the Minutes of July 28, 2005 as amended.

III. OWNER/RESIDENT INQUIRIES

Several owners inquired about the ACC notices. Ms. Walden agreed that the language in the violation notices was vague. The Board stated that while a firm deadline to correct the violations has not been established, owners who received these violation letters should still submit extension requests to Ms. Walden. Mr. Robrecht said that he and his wife have received notices for violations that do not pertain to their property. Ms. McFadden advised the Robrecht's to return the signed notices and assured the owners that the issue will be addressed. Mr. Robrecht stated that he would forward copies of the violation notices but opted to retain the originals for his files. Mr. Kraft stated that he and his wife have also received incorrect notices and questioned if the Board was going to address quarterly fees. Ms. Boone apologized for the confusion on behalf of the Board. Definitive guidance will be forthcoming from the ACC and the Board about how the spring inspections will be handled.

Ms. Jordan asked when the fall inspections would take place. Ms. McFadden said that the new management company would conduct inspections in either late October or early November. Ms. Summerson, 3714 Mount Airy, reported that someone backed into and damaged her mailbox. She also

reported that several paint cans and a gasoline can were left out in front of her house. Ms. Summerson said she called Armstrong Management but was offered no assistance. Mr. Hoage stated that the items could be disposed of for an additional charge to the Association. Ms. Boone said that she would personally dispose of the items at the county household hazardous waste site to avoid an additional charge to the community.

Another owner said that she would like to expand her driveway and resurface it and wanted to know who she needed to contact or get approval from. Ms. McFadden stated that the owner needs to submit an ACC request before completing the work but noted that the owner did not need to contact the county for approval. Mr. Fox reported that the slabs on the Lafayette Village Drive sidewalk are uneven and too high in places. (ACC will consider this along with other concrete works that needs to be reviewed in the community.) A resident stated that she felt the trash & recycling company was very sloppy and reported that broken glass is constantly left on the street by her house. Ms. McFadden said that the Board would contact the trash & recycling company regarding the issue.

Ms. Copola reported that there is a battery in the swimming pool entrance. Ms. Boone said that she would personally dispose of the item. Ms. Copola also commented that the recycling and garbage are picked up at varied hours of the day and that it is a pain to have to put the trash out after dark. Ms. McFadden agreed that the times vary for pick up, explaining that the company has a window of time when they are supposed to arrive. Mr. Hoage confirmed that the pick up hours in the contract range from 6 a.m. to 4 p.m. Ms. Boone recommended sending American Trash a complaint letter. Ms. Stieglitz disagreed with other owners about the quality of the trash service; she stated that she is much happier with the service now than she had been in the past. A resident stated that on Byrd's Nest Pass there are several cats who roam loose and wondered if there are any laws pertaining to stray animals. Ms. McFadden suggested that the owner contact Animal Control.

A resident of Peyton Forest Trail stated that although he filed numerous complaints about her neighbor's trash cans but the problem persists. Ms. McFadden said that she would review the letters and violations to check on the status of the complaint. Ms. Hicks inquired about the size limitations for satellite dishes. Ms. Walden said that the issue was governed by the FCC. She stated that the FCC regulations do not restrict the number of satellite dishes on a property but do restrict the use and installation of satellite dishes larger than one meter in diameter. The regulations also state that the satellite cannot infringe on a neighbor's property.

Mr. Imhoff inquired about the change in management companies. Ms. McFadden stated that the Board has been dissatisfied with Armstrong Management's services. She explained that while the Board and Armstrong Management have met many times to discuss the deficiencies, they were unable to resolve the issues. She commended Mark Hoage for his efforts since he assumed responsibility for LVCA. Ms. McFadden informed the attendees that beginning September 1, 2005, Loudoun Management Services will be the new management company. A resident asked if the homeowners would receive new management books. Ms. Boone said that Loudoun Management Services will invoice each owner and then in January the owners will receive new payment books. A resident inquired how the owners would be notified of this change and any others, particularly those residents that do not attend the HOA meetings. Ms. Boone said that the new management would send out a welcome letter to all owners addressing all of these issues. A resident said that when notifying owners about the timing of quarterly invoices that he hopes the Board will do more than just putting it in the newsletter which isn't even sent using US mail delivery. Ms. McFadden said that owners could also access the newsletter via e-mail.

IV. REPORTS OF OFFICES AND COMMITTEE CHAIRS

A. Finance Committee:

In response to Mr. O'Malley's questions about late fees, Ms. Boone stated that the Board will enforce a ten-dollar assessment on payments received after the 15th of the month. Ms. Boone explained that the late fee process had not been handled correctly since the year 2000. She confirmed that all owners who have not submitted payment by the 15th of the month would be assessed a one-time late fee of \$10. Ms. Boone noted that the aforementioned policy has been in effect since the Association's inception, noting that since the year 2000 owners have been confused about the policy because the coupon books stated that a late fee would be assessed after the 31st of the month rather than the 15th of the month. She encouraged owners to submit grievances with regard to unwarranted assessment of late fees directly to the Board. The Board will review the letters on a case-by-case basis. Ms. Boone said that the Board is now strictly enforcing the policy to address the cash flow issues for major repair projects.

Ms. Boone distributed copies of the draft budget and noted that the committee would continue to finalize the budget. She stated that the current budget shows a surplus because several invoices have not been paid; all invoices will be paid by the end of the year. Ms. Boone reported that the committee wrote off 11 minor delinquencies. She stated that 114 owners are in arrears – the total amount of remaining delinquencies is \$16, 697. Ms. Boone noted that several large projects would need to be completed in the future and stressed the importance of funding the reserves. She stated that the reserves have been underfunded for many years and noted that a special assessment might be warranted to fund some of the larger projects (e.g., paving project in 2012). Ms. Boone encouraged all owners to attend the Labor Day pool party to discuss the draft budget, stressing the need for owners to provide input on how their money is spent.

B. ACC/Grounds Committee:

Ms. Walden stated that she spoke with Boyer’s Tree Company regarding the scope of the work to be performed on the property. With regards to the lights, Ms. Walden is expecting to receive all proposals to have three lights installed by the week of August 22. The lights will be installed on Mt. Airy, Ashley Glen and Hampton Village Pass. Ms. Walden said that Springfield Nursery assessed the erosion problem at 7801 Byrd’s Nest and concluded that the erosion is a very serious safety issue; pipes and wires are exposed and a large ditch now exists in the area. A proposal to correct the problem is pending. Ms. Walden asked homeowners to help with the extended drainage and noted that the downspout issues would be addressed. Ms. Walden stated that the committee is currently revising the ACC guidelines and informed the attendees that approved exterior paint colors have been posted to the website. Ms. Boone said that the ACC Committee needs volunteers and Ms. Walden noted that she would appreciate the help.

C. Neighborhood Watch: No report was provided.

D. Pool/Recreation Committee:

Ms. Witham encouraged all owners to attend the Labor Day pool party. She stated that she had received several calls from owners who had not received their pool passes. Ms. Witham stated that the passes were left for the owners at the pool and that she should have posted that information on the web; she apologized to all owners for the misunderstanding. Ms. Witham noted that the committee ordered the new pool chairs using the 2005 funding. Ms. Walden stated that there is erosion at the pool near Brunswick Forest Pass and Springfield Nursery had quoted her \$1,500 to \$5,500 to fix the problem, but it appears simply re-routing the water from the pool to the stormsewer may correct the problem. We will try to this first before spending money on another solution.

E. Newsletter/Website Committee: No report was provided. The newsletter is in draft and should be delivered soon.

F. V. OLD/UNFINISHED BUSINESS: None

VI. NEW BUSINESS

A. Tax returns:

Ms. Boone reported that the tax returns have been submitted.

B. Monthly Working Sessions:

Ms. McFadden said that in order to help expedite the monthly Board meetings the Board was considering having a monthly working session in addition to the monthly Board meetings. Ms. McFadden said meeting dates would be made available to all owners; she added that the working sessions would be held at a Board member’s home and would be open to the public. **C. Board Meeting Dates:**

Ms. McFadden stated that the next Board meeting would be held on September 12 at 7:00 p.m. at the Mason District Government Center. The remaining meetings dates are: October 10 (annual meeting), November 14, and December 12.

D. Sound Barriers:

A resident inquired about the trees that were previously planted to act as a sound barrier. He asked if the County would remove the now dead trees. Ms. Walden stated that she spoke to a representative from Penny Gross' office who informed her that the trees would have to be removed by the Association since they are on private property. The attendees also briefly discussed whether the beltway expansions would impact the Association.

VII. MANAGEMENT REPORT

Mr. Hoage apologized on behalf of his staff for the problems with the ACC letters. He stated that he approved the audit list and mistakenly believed the dates would be listed accordingly.

VIII. EXECUTIVE SESSION

Upon a motion made by Ms. Boone and seconded by Ms. McFadden, the Board convened an Executive Session at 8:35 p.m. to discuss delinquencies.

IX. ADJOURNMENT

Upon a motion made by Ms. Mary McFadden and seconded by Ms. Linda Boone, the Board of Directors unanimously agreed to adjourn the August 18, 2005 meeting at 9:00 p.m.

Respectfully submitted,

Laura C.T. Wilson