

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**Monday, December 10, 2007**

**Mason District Government Center  
6507 Columbia Pike  
Falls Church, Virginia 22042**

**7:00 p.m.**

**BOARD MEMBERS PRESENT:**

**Joaquin Tremols                      President  
Carl Iddings                              Vice President  
Jay Jarvis                                 Secretary**

**BOARD MEMBERS ABSENT:**

**Kathie French                            Treasurer  
Vacant                                      Member at Large**

**COMMITTEE CHAIRS PRESENT:**

**Susie Lee                                 ACC Chair  
Kristin Murk                              Communications Chair  
Linda Witham                            Pool and Recreation  
Dale Clark                                Neighborhood Watch  
Jay Jarvis                                 Grounds**

**MANAGEMENT COMPANY ATTENDEES:**

**Dave Ciccarelli                         Property Manager, LMA  
Leslie Churn                              Minute-By-Minute**

**I.        Call to Order**

Mr. Tremols called the meeting to order at 7:02 p.m. and introduced the Board members.

**II.       Open Forum**

Kristin Murk, Ashley Glen, stated that a pine tree that is on community property is touching her house. This homeowner also inquired about the installation of the “no parking to curb” sign on Ashley Glen. Mr. Jarvis stated that the tree will be trimmed back. Mr. Ciccarelli stated that he will order the sign immediately.

Robert Daly, Ashley Glen, expressed concerns about the sand that was applied after the recent snow storm. He was concerned that the sand accumulates at the bottom of the street and causes a number of problems for the residents and cars there. Mr. Tremols thanked for resident for sharing his concerns with the Board

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Athena & Megan Ferrey, residents of Peyton Forest Trail, expressed concern regarding her neighbor constantly leaving trash in the front yard. Mr. Iddings stated that Management has sent violation letters to the homeowner in the past but will do it again. Mr. Ciccarelli agreed to contact the Board of Health regarding this issue.

Barbara Roy, Mt. Airey Lane, expressed concern that neighbors were parking in her assigned parking space despite her leaving notes on the illegally parked cars. She asked if she could call Dominion to have the cars towed. Mr. Tremols assured her that she could have those cars towed.

### III. Management Report

Mr. Ciccarelli reported the following:

- 1) Management has not received further correspondence from KPA. Management will have the unit and archival files ready for pickup prior to the end of the month.
- 2) The two missing stop signs have been replaced.
- 3) Management contact VDOT and ordered replacement of the “Deer” sign on Lafayette Village Drive south of the community.
- 4) Management coordinated holiday tree pick up with American Disposal.
- 5) Management received a plat and request for account numbers from Dominion Virginia Power for streetlight installation but has not been able to reach the DVP Point of Contact yet to determine which account numbers the new lights will pertain to.
- 6) Management will transition all active projects to KPA as part of the turnover.

### IV. Committee Reports

- **ACC**

Susie Lee, ACC Chair, Butterfield Lane, reported that there were no homeowner requests during the past month. In addition, she noted that the ACC is working on the lighting project and is still waiting for the final proposal from Dominion Virginia Power to install three lights on Yorktown Village Pass, Butterfield Lane, and Colonial Village Row, respectively. Ms. Lee further reported that the next work session for the ACC will be on Monday, December 17, 2007.

- **Pool and Recreation**

Linda Witham, Pool and Recreation Chair, Colonial Village Row, reported that she received a bid for \$3,700.00 from Atlantic Pool for both pool bathroom

93 vanities. The vanities will be made of a long-lasting and maintenance-free  
94 composite plastic material. The Board also discussed the proposal from AYA  
95 Kitchens.

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97 • **Communications**

98 Kristen Walsh, Communications Chair, Ashley Glen Road, reported that the  
99 newsletter went out on December 1<sup>st</sup>. The newsletter included information from  
100 other committees and information on the change of assessments. Ms. Walsh stated  
101 that the next Newsletter will come out on February 1, 2008.

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103 • **Grounds Committee**

104 1) The Grounds Committee report, presented by Mr. Jarvis, was received and  
105 placed on file. The Grounds Committee recommended Blade Runners for the  
106 installation of steps leading from Trammel Road down to the sidewalk at the end  
107 of Yorktown Village Pass.

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109 **MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to approve the**  
110 **proposed contract from Blade Runners for the installation of steps leading**  
111 **from Trammel Road down to the sidewalk at the end of Yorktown Village**  
112 **Pass. The motion passed unanimously (3-0-0).**

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114 2) Mr. Jarvis stated that he received bids for the steps project and picnic  
115 table/bench projects and recommends Belson. The Board asked Mr. Jarvis to do  
116 more research for bids because their shipping expenses are costly.

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118 3) Mr. Jarvis stated that residents should contact him if they have any complaints  
119 regarding leaf cleaning. Mr. Jarvis reported that there will be a leaf cleaning by  
120 Blade Runners on December 17, 2007 for no charge.

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122 4) Mr. Jarvis stated that the Grounds Committee is monitoring the trash company  
123 closely due to the recent rash of complaints.

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125 • **Nominating Committee**

126 Mr. Jarvis reported that the Committee was still waiting for candidates to review.

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128 • **Finance Committee**

129 Mr. Ciccarelli stated that the audit will be ready on December 12, 2007. Sean  
130 Walsh, a member of the Finance Committee, asked about discrepancies in the  
131 operating accounts funds presented in two different sections of the Management  
132 report. An extensive discussion ensued about various reporting discrepancies in  
133 the financial and accounting reports received from LMA.

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135 • **Neighborhood Watch**

136 Mr. Dale Clark, Neighborhood Watch Chair, stated that the Committee continues  
137 its efforts seeking residents to volunteer for the Committee. Volunteers are being  
138 sought via flyer as well as the request via newsletter. The Committee is working

139 with police liaison Officer Thibault about posting signs for Neighborhood Watch.  
140 Ms. Courtney Gorham volunteered to be on the Committee.

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142 **MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to appoint Ms.**  
143 **Courtney Gorham to the Neighborhood Watch Committee. The motion**  
144 **passed unanimously (3-0-0).**

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146 **V. President's Report**

147 No report was given.

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149 **VI. Secretary's Report**

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151 **MOTION: Mr. Iddings moved, Mr. Jarvis seconded, to accept the November 10,**  
152 **2007 Board meeting minutes as presented. The motion passed unanimously (3-0-0).**

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154 **VII. Treasurer's Report**

155 The Treasurer's report was presented as part of the Finance Committee report.

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157 **VIII. Old Business**

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159 **MOTION: Mr. Iddings moved, Mr. Jarvis seconded, to approve the 2008 Budget**  
160 **and set annual assessment amounts at \$608.00 for detached homes and \$1,196.00 for**  
161 **attached homes. The motion passed unanimously (3-0-0).**

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163 **IX. New Business**

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165 **MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to have Management order**  
166 **the "no parking to curb" sign for installation on Ashley Glen. The motion passed**  
167 **unanimously (3-0-0).**

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169 **X. Action Item Review**

170 Mr. Ciccarelli reviewed the action item log to identify those items that could be closed.

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172 **XI. Adjournment**

173 There being no further business to discuss, Mr. Tremols adjourned the Board meeting at  
174 8:34 p.m.

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176 Respectfully Submitted,

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179 E.J.Jarvis II  
180 Secretary