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2 LAFAYETTE VILLAGE COMMUNITY ASSOCIATION

3
4 **BOARD OF DIRECTORS MEETING**
5 **December 12, 2005**

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

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12
13 **BOARD MEMBERS AND COMMITTEE MEMBERS PRESENT**

14
15 **MARY MCFADDEN** **PRESIDENT**
16 **JOAQUIN TREMOLS** **VICE PRESIDENT**
17 **CARL IDDINGS** **SECRETARY**
18 **LINDA BOONE** **TREASURER (Absent)**
19 **KATHIE FRENCH** **MEMBER AT LARGE**

20
21 **COMMITTEE CHAIRS**

22
23 **HATTIE WALDEN** **ACC CHAIR**
24 **LINDA WITHAM** **POOL & RECREATION CHAIR (Absent)**
25 **BRENT THOMPSON** **WEBMASTER**

26
27 **MANAGEMENT ATTENDEES**

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29 **BETH HARRISON** **MANAGEMENT AGENT**
30 **LAURA WILSON** **RECORDING SECRETARY**

31
32 **FOUR HOMEOWNERS IN ATTENDANCE**

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34 **I. CALL TO ORDER:**

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36 Ms. McFadden officially called the meeting to order at 7:08 p.m. She introduced the
37 Board Members, committee chairs and management attendees. Ms. McFadden noted that
38 Linda Boone, Treasurer, was absent due to a family emergency.

39
40 **II. HOMEOWNER INQUIRIES:**

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42 **A. Brunswick Forest Pass:**

43
44 Gina Keating, 7904 Brunswick Forest Pass, expressed her concern about a growing crime
45 problem in Lafayette Village. Since September three separate incidents have happened
46 with both her and her boyfriend's cars. Mr. Iddings said a series of car break-ins have

47 occurred in the last couple of weeks. Ms. Walden reported two cars were also broken
48 into on Hampton Village Pass. Ms. McFadden asked if incidents had been reported to the
49 police. The homeowners stated that they had.

50
51 Ms. McFadden said one thing we can do to help is to re-energize the neighborhood watch
52 program. Ms. Keating believes something needs to be done about the pool parking lot as
53 she has found several liquor bottles in the lot and has seen suspicious activity. Ms.
54 McFadden said that it does concern her that cars are being broken into inside the
55 community. Ms. Walden said that suspicious activities around the pool have been a
56 problem for several years and one suggestion has been to put additional lighting in the
57 parking lot or barricade the pool lot. Brent Thompson suggested that the best solution is
58 to get a wireless web camera to install on top of the pool house. Ms. McFadden asked
59 Ms. Harrison to take this as an action item and take this to the police and ask if they can
60 increase driving through the community. Discussion ensued on how to address the
61 situation.

62

63 **III. COMMITTEE REPORTS:**

64

65 **A. ACC/GROUNDS COMMITTEE CHAIR**

66

67 The fall inspections are completed and the last of the letters will go out in the next two
68 weeks, definitely by the end of the year. Regarding erosion issues, the ACC has
69 identified some serious areas of erosion and in January the committee plans to prioritize
70 the areas of erosion. There has been some mention of paying someone to come out and
71 look at this. Ms. Walden believes the ACC is informed enough to judge the severity of
72 each area of erosion. While identifying the seriousness of each erosion problem, Ms.
73 Walden acknowledged that she knew that the Board wanted Wise Guys to come out and
74 fix the area at 7801 Byrds Nest Pass. If at that time the ACC has compiled a list of
75 problem areas Wise Guys can review it and then provide a quote for the work based on
76 that list. Ms. McFadden said she doesn't know if they are going to use Wise Guys
77 because they are not returning telephone calls. Ms. Harrison said she doesn't understand
78 why they have not returned her calls, especially considering that the Board approved
79 them at the last meeting. She has put in at least 5 phone calls. Ms. Walden suggested
80 that whoever is selected to do the work could also take care of other erosion issues as
81 identified by the Board and the Committee. There was discussion on who else could be
82 used other than Wise Guys. Ms. Walden asked Ms. Harrison if Cox or Verizon have
83 been out to look at the sinkhole on 7801 Byrds Nest Pass.

84

85 Ms. Walden said the trashcans are in. Mr. Iddings said that he thought the trashcans
86 looked really good and commended the ACC/Grounds Committee for their work on this
87 project. Ms. Walden asked to speak off topic; she stated that in walking the grounds she
88 observed that there is so much work to be done on the property. She noted that it is very
89 frustrating to see so many items that need to be addressed while not having the funds to
90 do so. She asked the Board if they would consider asking the homeowners to pay an
91 additional \$200.00 in their assessment and informing them of the current budget
92 constraints. She noted that this would allow for the replacement of all of the trees as

93 needed. Ms. Walden suggested that the Board could put together a memo that outlines all
94 these things. Ms. McFadden said she is more than willing to take a look at the draft
95 memo as well as at the bylaws to see what is possible. Ms. Walden said she has one last
96 issue for 2006. She reported that the ACC was asked to put together a plan of the areas
97 that need trees serviced in 2006.

98
99 She reported that Boyers Tree Service said it is much cheaper to begin the tree pruning
100 and removal now than it would be in the spring. Ms. McFadden asked if the Board and
101 Committee have a plan of the areas that need to be addressed. Ms. Walden replied that
102 she could put together a plan to bring to the Board. Ms. McFadden asked Ms. Walden to
103 have the plan put together before the January meeting.

104

105 **B. POOL/RECREATION/SOCIAL COMMITTEE**

106

107 Ms. McFadden spoke with Linda Witham and was advised that Criterion has absorbed
108 the delivery fee for the pool furniture and that the furniture has been delivered. Ms.
109 McFadden asked Ms. Harrison if she has seen the invoice for the chairs. Ms. Harrison
110 said they have been looking for it. Ms. McFadden said she would get a response from
111 Linda and get back to Ms. Harrison.

112

113 **C. NEIGHBORHOOD WATCH**

114

115 The Board is still looking for someone to Chair this committee.

116

117 **D. NEWSLETTER/MEDIA/WEBSITE COMMITTEE**

118

119 Mr. Tremols thanked Brent Thompson for the website and for preparing the newsletter.
120 A homeowner asked about getting people and/or businesses to advertise in the newsletter,
121 which may help the Board raise money. The resident also asked if the Board has
122 considered asking the community to put together benefits or events to raise money to help
123 pay for special issues. Mr. Iddings stated that at his previous HOA the Board and
124 residents had developed fun fundraising ideas. Ms. Walden asked about the frequency of
125 the newsletter publication, inquiring whether it will be put out on a monthly basis or it
126 will be a combined newsletter such as a November/December issue, January/February
127 issue, etc. Mr. Tremols stated that he is in favor of returning to quarterly newsletters.
128 Discussion ensued on how frequently the newsletter should be sent out. Brent stated that
129 there is almost zero percent action on the website. It was decided that Kathie French
130 would assume responsibility as Board liaison to this committee.

131

132 Ms. Keating suggested holding a community meeting in January with the County Police
133 about the break-ins, how much money the break-ins are costing, and ways to improve
134 security in our neighborhood. The Board will work with Ms. Keating to organize this
135 meeting

136

137

138

139 **Mr. Iddings presented a resolution to amend the previous website resolution, passed**
140 **by the Board in 2000. The resolution removes the limits on paid advertising enacted**
141 **by the previous resolution. Mr. Iddings read the proposed amended resolution for**
142 **the website.**

143

144 **MOTION: Mr. Iddings moved to approve the resolution, Mr. Tremols seconded**
145 **with a change to the wording as discussed. Discussion ensued on how to modify the**
146 **proposed amended resolution. Ms. McFadden stated that a motion has been made**
147 **and seconded that this be approved including Mr. Tremols suggestion. The motion**
148 **passed unanimously (4-0-0).**

149

150 **E. FINANCE COMMITTEE**

151

152 No report was provided.

153

154 **F. SECRETARY'S REPORT**

155

156 Mr. Iddings discussed the traffic calming issue and the process with the county on how to
157 institute the new traffic calming.

158

159 Mr. Iddings distributed the minutes from the November 14, 2005 meeting. The Board
160 reviewed the minutes.

161

162 **Upon a motion made by Mr. Iddings and seconded by Ms. McFadden, the Board**
163 **approved the November minutes. The motion passed unanimously (4-0-0).**

164

165 **G. TREASURER'S REPORT**

166

167 No report was provided.

168

169 **IV. OLD BUSINESS:**

170

171 **A. Late Fee Resolution**

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173 There was discussion over the late fee resolution.

174

175 **Upon a motion made by Mr. Iddings and seconded by Mr. Tremols, the Board**
176 **adopted the resolution. The new resolution will become effective January 1, 2006.**

177 **The motion passed unanimously (4-0-0).**

178

179 **B. Coupon Booklets**

180

181 Ms. McFadden asked Ms. Harrison when the coupon booklets were going to go out. Mr.
182 Tremols stated that he thought that they were going to go out with the approved budget.

183 Ms. Harrison said that Dave has definitely been working on them. Ms. McFadden asked

184 Ms. Harrison to let Dave know that the budget can go as is. Ms. McFadden said that she

185 wanted to touch base with Dave that the coupon page was what they all wanted so that
186 they can still change it if there is a problem.

187

188

189 **C. Visitor Parking**

190

191 Ms. McFadden stated that there is terrible abuse to the visitors parking spaces, with
192 residents using the spaces to park their extra vehicles. Violators have not been heeding
193 the warning notices that have been issued. Ms. McFadden suggested that we should
194 consider eliminating the visitor parking. Ms. McFadden said that one option is to lease
195 the spaces to homeowners on an annual basis. The other option was to remark parking to
196 make spaces larger and eliminate the extra spaces. Discussion ensued on what the best
197 option would be. The total number of available visitor parking spaces is roughly 25-30
198 spaces. The Board needs to get an exact number and the location of each of the spaces.
199 A homeowner suggested raffling off the spaces. Mr. Iddings suggests writing another
200 newsletter article outlining the abuse of the visitor parking spaces and tell them the
201 options.

202

203 **Ms. McFadden moved to approve the basic idea of auctioning off spaces with a final**
204 **proposal and motion made within sixty (60) days, Mr. Tremols seconded. The**
205 **motion passed unanimously (4-0-0).**

206

207 **D. Bring Closure to Account with Armstrong:**

208

209 Ms. McFadden asked Ms. Harrison if the account with Armstrong has been closed. Ms.
210 Harrison said it has with the exception of the receipt of one final check from Armstrong.
211 Ms. McFadden said she negotiated with Armstrong to deduct \$620.00 from their last bill
212 and then reauthorized payment of the balance. Balance of the Association's funds should
213 be transferred next week.

214

215 **E. Wise Guys Proposal**

216

217 Ms. McFadden reported that unfortunately the Wise Guys proposal which was approved
218 by the Board last month has fallen through and asked LMA to find another contractor for
219 the job. Ms. McFadden asked Ms. Harrison to send an e-mail to Linda Boone to see if
220 she has any suggestions. Ms. Walden asked if the Association would get three bids. Ms.
221 McFadden said if we could get three we would but noted that it is difficult to get
222 contractors to bid on jobs unless they are quite large. Ms. French suggested that we ask
223 Springfield Nursery if they have a suggestion of someone we could use.

224

225 **F. American Striping**

226

227 Ms. Harrison said that there was nothing in their files or invoices on American Striping.
228 She found the proposal that they gave them and spoke with Sue at American Striping
229 who faxed an invoice for \$1,500.00 remaining balance and stated that they have
230 contacted their attorney. Ms. McFadden said that the Board instructed Armstrong to

231 withhold \$1500 because the job they did was incomplete, noting that the striping was
232 already peeling off. The Association paid what the Board felt they were owed. A letter
233 was sent to the attorney for American Striping on August 29, 2005 explaining our
234 position. Another letter had been sent to American Striping on May 31, 2005 that
235 explained what work needed to be completed or re-done. Ms. Harrison said that
236 American Striping wants to get the work finished correctly; she said that Mark with
237 Armstrong was very difficult to deal with and they never showed up or agreed to meet
238 with them in order to fix the situation. Mr. Tremols said he feels as though they have had
239 their opportunity.

240

241 **V. NEW BUSINESS:**

242

243 **A. Tyson's Tree Removal**

244

245 Ms. Harrison e-mailed everyone the proposal from Tyson's Tree Service; they came out
246 and identified and tagged several trees that are dead or have fallen. Ms. Harrison made
247 sure that everyone had a copy of the proposal; she noted that the cost of the three pine
248 trees is \$750.00. Ms. McFadden asked Ms. Harrison and Ms. Walden if either of them
249 asked Tyson's why they pruned the dead tree by the basketball court. Ms. Walden said
250 that all those trees by the basketball court are diseased and it's rapidly taking over the
251 trees there. There was further discussion about the spreading of disease by the kudzu on
252 the trees and if there is a way to stop it from spreading. Ms. McFadden asked Ms.
253 Walden to include the kudzu in her proposal that she presents in January. Ms. Harrison
254 brought up the issue of the bamboo that is overgrowing and noted that the bid for removal
255 was much too high. The bamboo issue was tabled.

256

257 **B. Clean Up Proposal**

258

259 The Board decided to hold off on making a motion on the Doody Calls proposal until
260 January when the finance committee is present. The proposal was sent via e-mail but no
261 hard copies were available at the meeting. Concern was expressed over the cost of the
262 services. This will be held over until the January meeting for further discussion and
263 decision.

264

265 **C. Three New Lights**

266

267 It was noted that the lights that were contracted for are a lot taller than expected by the
268 Board and that the work with Dominion Virginia Power has stopped. Ms. Walden said
269 that she was under the impression that the height of the lights, etc. had been reviewed and
270 approved with Armstrong and LMA and she made sure that she approved the placement
271 of the lights according to what the Board had approved. Ms. Walden discussed her
272 reasoning for not questioning the height of the lights prior to their installation. Mr.
273 Tremols said that it's Lesa from LMA who made the mistake by signing a contract
274 without allowing the Board to review; if there are any charges from Dominion for this, it
275 should be paid by LMA. It is customary for the Board to review and sign contracts, an
276 authority that has not been delegated to LMA. If the Board had reviewed the contract

277 beforehand, the error concerning the height of the lights may have been avoided.
278 Because LMA representative Lisa Powell exceeded the boundaries of her authority by
279 signing the contract on her own, LMA is liable for any costs stemming from the error in
280 the contract The Board asked Ms. Harrison to work with Dominion Virginia Power to
281 activate the lights, have Boyers trim the trees around the lights and then we so it can
282 assess the impact these tall lights will have on improving security in the 3 areas, which
283 was the initial goal.

284

285 **D. Problem/Resolution Process**

286

287 Ms. McFadden stated that the community is moving forward with the new management
288 company now it is in place. LMA will now be the primary point of contact for projects
289 and issues within the community. LMA needs to keep the Chairmen of relevant
290 committees apprised of what is going on with issues that affect their scope of work.

291

292 **E. ACC Guidelines**

293

294 Mr. Tremols said the ACC met last night and copies of the guidelines were sent to the
295 members of the Board. The ACC committee will take their comments into consideration
296 at their next meeting and then will get the revised guidelines back to the Board. Mr.
297 Iddings said he noticed hardware on doors, which is not standard to the community and
298 noted that hardware is not something that is addressed in the guidelines. There was
299 discussion on whether doorknobs and knockers should be written into the guidelines.
300 The ACC will review this issue.

301

302 **VI. MANAGEMENT REPORT:**

303

304 The Board reviewed the management action report.

305

306 **VII: EXECUTIVE SESSION:**

307

308 **The Board agreed by consensus to move into an Executive Session at 9:45 p.m. in**
309 **order to discuss delinquent association dues accounts.**

310

311 **VIII: ADJOURNMENT:**

312

313 **There being no further business, the Board agreed by consensus to adjourn the**
314 **December 12, 2005 Board of Directors meeting at 10:00 p.m.**

315

316 **Respectfully submitted:**

317

318

319 _____
Laura C.T. Wilson