

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

3
4 **Monday, August 11, 2008**

5
6 **Mason District Government Center**
7 **Annandale, Virginia**

8
9 **7:00 p.m.**

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11 **BOARD MEMBERS PRESENT:**

12 Joaquin Tremols President
13 Kathie French Vice President
14 Sean Walsh Treasurer
15 Jay Jarvis Secretary
16 Michele Krahn Member at Large

17
18 **BOARD MEMBERS ABSENT:**

19 None

20
21 **COMMITTEE CHAIRS PRESENT:**

22 Susie Lee ACC Chair
23 Jay Jarvis Grounds Chair
24 Kristin Walsh Communications Chair
25 Linda Witham Pool Chair
26 Sean Walsh Finance Committee Chair

27
28 **OTHER ATTENDEES:**

29 Diane Tschirhart Property Manager, KPA
30 Sandra Pickron Recording Secretary, Minute-By-Minute

31
32
33 **I. CALL TO ORDER**

34
35 Mr. Tremols called the meeting to order at 7:01 p.m.

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37 **II. CITIZENS COMMENTS AND FEEDBACK**

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39 Linda Boone inquired as to whether anything can be done to prevent individuals
40 from soliciting in the community. Mr. Tremols stated that residents could politely
41 ask them not to solicit, as well as post signs stating that soliciting is prohibited.
42 Mr. Jarvis concurred, adding that while signs may be posted; there is nothing in
43 the by-laws that prohibit solicitation. Mr. Tremols added that LVCA's private
44 streets are not public property, and solicitors can be told to leave by any owner.
45 Solicitors who ignore such demands may be trespassing.
46

47 **III. APPROVAL OF MINUTES**

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49 **MOTION: Mr. Walsh moved, Ms. French seconded, to approve the draft**
50 **minutes from the July 14, 2008 Board meeting as presented. The motion**
51 **passed unanimously (5-0-0).**

52

53 Carl Iddings stated that while posting the minutes to the website, he noticed minor
54 typos and volunteered to review, and if necessary, edit the minutes. He further
55 stated that he would first advise Mr. Jarvis of any changes before posting the final
56 document. The Board agreed to this process and thanked Mr. Iddings for his
57 editorial services.

58

59 **IV. MANAGEMENT REPORT**

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61 Mr. Tremols requested that action items from the previous Board meeting be
62 summarized in future Management reports. Ms. Tschirhart agreed, and then
63 reported the following:

64

65 American Disposal has indicated that a 3% increase will be added to the disposal
66 fees that were quoted last month. The Board expressed concerns with the 3%
67 increase and asked Ms. Tschirhart to investigate and verify the exact cost per unit.
68 Further, the Board stated that the language in the contract should be reviewed to
69 determine when the contract expires and if an "early out" option is available.

70

71 The Annandale Postmaster responded regarding the Association's request to paint
72 and power wash the community mail boxes. The Postmaster asked that the Post
73 Office be given advance notice as to when the Association schedules this work
74 and indicated that the Post Office will not do the work. Contrary to prior
75 information from the Post Office, mailbox power-washing and painting would be
76 solely at LVCA expense. Ms. Tschirhart requested guidance as to how the Board
77 would like the mailboxes done; in stages or completed all at once. The Board
78 agreed that all mailboxes should be done at one time.

79

80 **V. COMMITTEE REPORTS**

81

82 **ACC:** Ms. Lee reported that the committee discussed the request of Mr. Jarvis to
83 have the neighborhood watch committee; grounds committee, and the ACC
84 committee to work together as a team on the lights and the mailboxes. She further
85 reported that the committee discussed the action log and expressed concerns that
86 the action log and the covenant violation log do not have names and addresses,
87 which makes it difficult to track the log entries back to the violations. Mr.
88 Tremols requested that Ms. Tschirhart address the issues.

89

90 **Grounds Committee:** Mr. Jarvis reported that the grounds committee held its
91 monthly meeting on July 23, 2008 where they reviewed the budget for 2008 and
92 discussed the 2009 budget proposal. He noted that the committee is concerned

93 with a couple of line items that have no apparent rationale, and would like the
94 finance committee to review and possibly consider combining a couple of the line
95 items.

96
97 Further, Mr. Jarvis reported that, while Blade Runners had conducted a soil test
98 for the community using a variety of samples taken throughout the community,
99 the committee has recommended that future soil tests reflect testing of several
100 areas rather than having all samples combined into one test. He noted that several
101 requests have been made to remove trees throughout the property (Hampton
102 Village Pass, Ashley Glen, and Brunswick Forest Pass), and stated that the
103 committee had voted against removal of healthy trees, mainly because there are
104 no funds for such. Where there have been trees that have fallen due to storms the
105 committee is recommending a redbud replacement for Butterfield; a native cedar
106 for Hancock Forest, and an oak and service berry replacement for the area near
107 the pool.

108
109 There was discussion on whether lights and mailboxes would be primarily an
110 ACC responsibility or a Grounds responsibility. Mr. Tremols stated that the
111 committees may work together, but the budget must reflect which committee is
112 primarily responsible for husbanding the resources and making recommendations
113 to the Board. When the ACC/Grounds Committee was split into 2 committees for
114 each respective function, it was agreed that the ACC would remain responsible
115 for the lights and mailboxes since these are architectural improvements within the
116 community. After some discussion, it was generally agreed that the arrangement
117 of budget items would be determined by the Finance Committee.

118
119 The Grounds Committee's written report was received and placed on file.

120
121 **Finance Committee:** Mr. Walsh reported that the draft audit has been posted and
122 the committee received the latest reserve study with inflation factored in. He
123 stated that the audit committee plans to meet on August 14th to review the reserve
124 study to determine what areas need to be tightened, as there are some major
125 expenses that are forthcoming over the next couple of years. Mr. Walsh stated
126 that the committee also discussed the type of funds that would be available to the
127 Association should the sound study substantiate that there are problems.

128
129 **Neighborhood Watch Committee:** Mr. Tremols reported that the committee
130 walked with a number of residents from the pool house to the park next to the Tot
131 Lot on August 5, 2008. Mr. Jarvis stated that while neither the police nor any
132 Board members attended, a number of residents did participate. Mr. Jarvis also
133 said we extend a special thanks to Pat Fox and Maria Ugincius for providing
134 refreshments for those who attended the "National Night Out."

135
136 **Communication Committee:** Ms. Walsh stated that the last Newsletter went out
137 on August 1, 2008 and that the next Newsletter is slated for October 1, 2008.

138

139 **Pool Committee:** Ms. Witham reported that upon receiving several complaints
140 concerning the dirty conditions of pool and the pool bathrooms being dirty, she
141 contacted Atlantic who has promised that they would ensure that the bathrooms
142 are cleaned nightly. Ms. Witham stated that she also addressed the diving policy
143 with Atlantic Pool Management, asking them to ensure that guards are in the
144 guard chair when residents are diving. She further stated that there have
145 complaints that the guards have implemented a “no-diving” rule during the adult
146 swimming period when they are on break, an extra requirement that the Board has
147 not approved and which must be discontinued. She stressed the importance that
148 concerns of this nature be reported to KPA Management or to the Pool
149 Committee, so that appropriate corrective actions can be taken with Atlantic.
150

151 **VI. OLD BUSINESS**

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153 **HOT Lane Sound Walls:** Mr. Tremols reported that at the recommendation of
154 the attorney, Wyle Laboratories, a firm with expertise in conducting noise impact
155 studies, has been hired to take Beltway noise impact measurements within the
156 community and to prepare sound study, assessing the effectiveness of VDOT’s
157 proposed sound barriers. He also stated that since the contract was previously
158 approved unanimously via email, the vote would need to be ratified. Mr. Tremols
159 said that Carl Iddings would be the point of contact and commended him for a job
160 well done, as the proposal actually came in lower than anticipated. Mr. Iddings
161 stated that the sound study would begin on August 25, 2008 and should take about
162 a month to complete.
163
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166 **MOTION: Mr. Tremols moved, Mr. Jarvis seconded, to approve the HOT**
167 **Lane Sound Walls Resolution as stated:**
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169 **In accordance with Article VI, Section 6 of the LVCA Bylaws, Be it**
170 **Resolved, the Board accepts the offer of Wyle Sound Engineers in their**
171 **proposed letter dated July 30, 2008 and further authorizes the expenditure of**
172 **an additional unbudgeted amount of \$6,700.00. The motion passed**
173 **unanimously (5-0-0).**
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175 **VII. ACTION ITEM REVIEW**

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177 The following action items from tonight’s meeting were logged by Ms.
178 Tschirhart:
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- 180
- 181 • Add Action List to Management Report
 - 182 • Inform Board of total cost of trash disposal increase
 - 183 • Show addresses on the phone log
 - 184 • Budget for four mail boxes and four lights
 - Work with committees on front and back yard issues

- 185 • Include street lights in the reserve study
- 186 • Contact pool company regarding recent complaints

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188 **VIII. ADJOURNMENT**

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190 There being no further business to discuss, the Board meeting was adjourned at
191 8:05 p.m.

192

193 Respectfully Submitted,

194

195

196

197 E.J.Jarvis II

198 Secretary