

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

**Monday, April 13, 2009**

**George Mason Regional Library  
7001 Little River Turnpike  
Annandale VA 22003**

**BOARD MEMBERS PRESENT:**

Joaquin Tremols	President
Kathie French	Vice President
Sean Walsh	Treasurer
Jay Jarvis	Secretary
Michelle Krahn	Member at Large

**OTHERS PRESENT:**

Diane Tschirhart	KPA, Inc.; Property Manager
Charles M. Lollar	Attorney, Waldo & Lyle, PC, Norfolk, VA
Edye Lewis	Recording Secretary, Minute-By-Minute

**I. Call to Order:**

Mr. Tremols called the meeting to order at 7:05 p.m.

**II. Homeowner Comments and Feedback:**

A homeowner stated that she received two coupon books for the monthly assessment. She is concerned that the Association is spending money that is not necessary. Ms. Tschirhart will check into this matter and advise the homeowner of what she finds. Mr. Tremols reminded homeowners that they could also contact Ms. Tschirhart directly on these matters.

Katherine Kennedy, 7811 Byrds Nest Pass, stated that the street light near her home has not worked for fifteen (15) months. Ms. Tschirhart responded that the wrong light was fixed and assured Ms. Kennedy the light would be fixed by the end of this week at no additional charge. Ms. Kennedy also stated that mulch has not been received by all the homeowners and asked that the landscape company come back to deliver mulch to everyone. Mr. Tremols stated that the landscape contract expires at the end of the year and they will put out bids for a new landscaping company.

Ms. Kennedy also asked that the manhole cover near her home be fixed, as it has become a safety issue.

Ms. Walden stated that she faxed her pool pass application to KPA in lieu of mailing and was advised by Ms. Tschirhart that this is not a problem; she will still be able to receive the pool passes. Ms. Walden reminded the Board she had previously requested that management have the landscape company honor "Do Not Touch" residences that they have opted out from certain landscaping services. She has sent another letter to KPA, Inc. and to Blade Runners Landscapers that she does not want Blade Runners to do anything to her property at 7880 Hampton Village Pass other than to blow the leaves. Ms. Tschirhart stated that they received a response from Blade Runners that they will work with their existing records and will handle the problems with their crew and they felt there was no reason to put any signs or reflectors out in front of homes. Mr. Tremols stated that they do feel the landscaper's response could be improved. Ms. Warden asked about the shrubs that were to be planted around the utility box. Mr. Jarvis said he would get back to Ms. Warden about this item.

A homeowner stated that she feels she has received a property violation in error. Mr. Tremols directed the homeowner to contact Ms. Tschirhart to discuss the matter further.

A homeowner provided photos of a violation she has received regarding cable wires that are exposed at her home and asked why she was receiving this notice now. Mr. Tremols will have the ACC Committee provide a better definition of how cable wires should be covered and installed in the community. Mr. Tremols responded that there has not been comprehensive inspections in the community for a number of years, mostly because of the former management companies that had to be replaced, which is why issues are coming up now.

A homeowner asked about how satellite dishes should be placed on homes. Mr. Tremols advised there is an FCC law regarding satellite dishes, which restricts how Homeowner's Associations can enforce satellites and will have Ms. Tschirhart review the guidelines on satellite dish installations.

A homeowner stated that a huge amount of trash was placed out early on a non-trash day. Mr. Tremols requested that Management become more aggressive in enforcing the Association's trash policy.

Mr. Iddings advised that there is an increasing number of boarding home type operations in the community, which is in violation of the covenants. Mr. Iddings feels the Board needs to take aggressive action to get this matter under control. Mr. Tremols advised that the Board needs assistance from volunteers that see these violations and should report these violations to the Board and the management company. Ms. Tschirhart will check with the Association's Legal Counsel on this matter and will also check on and advise at the next semi-annual meeting.

A homeowner reported that the home at 7828 Ashley Glen Road has a broken doorknob. This is a violation and the Board asked Ms. Tschirhart to make sure this item is on the violation checklist.

### **III. Discussion of VDOT HOT Lanes Project - Public Acquisition:**

Mr. Lollar addressed the Board and reported that his firm is experienced in litigating cases where local governments acquire or take property to use in public project. Mr. Lollar fully described how his firm would proceed in representing the Association and discussed the estimated costs and method of payment involved in the process. Once the Association receives a written notice from VDOT they should notify Mr. Lollar who will submit an engagement letter. The governing body's decision is needed before his law firm can represent the Association.

### **IV. Approval of Minutes:**

The Board reviewed the March 2009 Board meetings. The Board discussed if they should name everyone in attendance in the minutes. It was decided this was not necessary.

**MOTION: Mr. Walsh moved, Mr. Jarvis seconded, to approve the minutes of the March 2009 Board of Directors meeting. The motion passed unanimously (5-0-0).**

### **V. Management Reports:**

Action Items: Ms. Tschirhart reported on the following items:

1. Ms. Tschirhart has gathered the bids for seal coating and has sent out the RFP's.
2. Ms. Tschirhart has followed up with the VDOT attorney who was present at tonight's meeting.
3. Ms. Tschirhart has followed up on the "No Parking" signs, these are on order and advised an engineering study is needed.
4. Ms. Tschirhart will follow up with the Insurance Company, this item is pending.
5. Ms. Tschirhart has followed up with the auditors about confirming CDs. Ms. Tschirhart reported that the auditors would call the bank or send written confirmation.
6. Ms. Tschirhart will follow up on the e-mail invoice from the electrician.
7. Ms. Tschirhart will contact the County about towing vehicles after ticketing and stated she thought the Neighborhood Watch Committee had already done this. Mr. Jarvis stated this has been handled.
8. Ms. Tschirhart has sent out RFP's to gather bids for trash removal. The current trash removal contract expires August 31, 2009.

Ms. Tschirhart also confirmed the bank statements are being mailed to KPA, Inc.

Mr. Jarvis asked about the decision regarding taking care of the concrete in the pool area. Ms. Tschirhart stated that the civil engineer checked the concrete and found it to be in good order and it has been scheduled out as a reserve item. Mr. Jarvis reported that since the front door was fixed at the pool it is now very hard to open and the back door does not close at all. A homeowner reported that she has seen interior lights on at the pool. Management will check into this.

Mr. Jarvis asked about the road repairs on Merrimack and asked that Management advise him when this happens.

## **VI. Committee Reports:**

A. ACC Report: Ms. Walden reported on two requests from homeowners regarding a screen door and windows to be stained. Ms. Walden reminded everyone that the guidelines are very straightforward regarding screen doors matching the trim and this item should not come to the ACC for approval. In addition, a homeowner has requested permission to replace all the windows and stain the door. Ms. Walden stated that the Committee does not approve stained doors and again mentioned these items should not come to the ACC for approval. Ms. Walden mentioned that items out of the parameters of the Association's guideline should be forwarded to the ACC for approval. Ms. Tschirhart will provide the results of the spring inspection results and tracking to the Board.

B. Grounds Committee: Mr. Jarvis provided and discussed a list of recommended programs for addressing erosion and enhancement plans along with a tree plan to the Board for discussion. Mr. Jarvis asked for the Board's approval for two resolutions. One of the resolutions states that any project over \$2,000.00 be put out for bid by the Management Company and he also advised that one of his proposed projects would require a resolution by the Board to enter into a contract for partnership with the Conservation District of Fairfax County, which would save the Association money by sharing the costs. Mr. Jarvis discussed and provided detailed information regarding a Rain Garden Erosion system, explaining how the system would work and where the system could be located on the property. Mr. Iddings also pointed out that an analysis study would have to be performed to confirm if the system can be installed. Mr. Iddings stated that the funds for these projects are already in the budget.

**MOTION: Mr. Jarvis moved, Ms. Krahn seconded, a resolution regarding erosion: "the President is authorized to initiate the beginning of a dialogue and necessary study by Northern Virginia. Soil and Water Conservation District and Fairfax County for the purpose of the Rain Garden Erosion System." The motion passed unanimously (5-0-0).**

Mr. Jarvis also reported that there are a lot of numbers that need repainting. The Board stated that they do not want to use American Striking as their work was not done properly. American Striking is not to be included in the bids for the number repainting project.

Mr. Jarvis discussed the tree plan survey with the Board. Mr. Walsh stated that it is important that the Board be advised of the line item to which this expense would be applied. Mr. Jarvis reported that the cost for this expense is within the Grounds Committee Budget. Ms. Jarvis stated that the survey would identify all the trees on the property at a cost of \$2,300.00. Mr. Jarvis reminded Ms. Tschirhart to check the replacement of the pine tree and two crape myrtles that were taken out and to also order a red bud tree from Blade Runners to plant for Arbor Day.

**MOTION: Mr. Jarvis moved, Ms. French seconded, to move forward with the resolution\* to observe Saturday, April 25, 2009 as Earth Day and Arbor Day in Lafayette Village. The motion passed unanimously (5-0-0).**

Ms. Walden asked about having a large tree moved and replanted in the community and reminded Mr. Jarvis to report on the outcome of the Shapiro situation. In addition, Ms. Walden reminded Mr. Jarvis of the intended planting behind Hampton Village Pass. Mr. Jarvis will discuss this matter with Ms. Walden at a later time.

C. Finance Committee: Mr. Walsh reported that the next Finance Committee meeting would be on April 23, 2009. There is about \$400,000.00 to be moved and KPA, Inc. is recommending that it be moved to Wachovia Investments. Once the scheduled fees are received from Wachovia Investments, they will request that the Board move the funds. One CD had rolled over without the Board's knowledge and this is a concern as there is a potential loss of income.

D. Neighborhood Watch: No report was made on this item.

E. Communications Committee: Mr. Iddings reported that the newsletter has gone out. The deadline for the next newsletter items is May 20, 2009 and the newsletter is scheduled to go out on Memorial Day weekend.

F. Pool and Recreation: Ms. Tschirhart reminded everyone that pool passes will go out on May 8, 2009.

## **VII. Old Business:**

Due to time restraints, no old business was discussed.

## **VIII. New Business:**

A. Revoking Parking Privileges for ACC Violators and Members Delinquent on Their Association Fees: Mr. Tremols reported that information has been placed in the newsletter regarding this matter and advised enforcement will now begin for parking violations.

**MOTION: Mr. Jarvis moved, Mr. Walsh seconded, that the parking privileges for any resident be suspended if they are in arrears on homeowner dues beyond thirty (30) days or in violation of an ACC infraction after being afforded the opportunity of a hearing. The motion passed (3-0-2) with Ms. French and Ms. Krahn abstaining.**

B. Issuing Parking Permits to Residents: Due to time restraints, this item will be discussed in further detail at a later time.

**IX. Executive Session:**

The Board did not hold an Executive Session because the building in which the meeting was being held closed at 9:00pm.

**X. Adjournment:**

**MOTION: Mr. Jarvis moved, Ms. Krahn seconded, to adjourn the Board of Directors meeting at 8:59 p.m. The motion passed unanimously (5-0-0).**

Respectfully Submitted,

E.J.Jarvis II  
Secretary