

**LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Monday, December 12, 2011
Mason District Government Center**

BOARD MEMBERS PRESENT:

Carl Iddings	President
John Alexander	Vice President
Jay Jarvis	Treasurer
Nathan Garcia	Secretary
Hattie Walden	Member At Large

OTHERS PRESENT:

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

I. CALL TO ORDER:

Mr. Iddings called the meeting to order at 7:01 p.m. and confirmed the presence of a quorum. He also noted that Hattie Walden would be recording the minutes in addition to Minute-By Minute.

II. CITIZEN'S COMMENTS:

Allen Story of Butterfield Lane inquired about expenses associated with the community garden, as the numbers in the newsletter do not line up with the numbers in the budget. He also asked whether water costs were included and provided his comparison of pool water costs showing over 100% increases during this timeframe that include inseparable sewage up charges. Mr. Iddings stated that there has been some misunderstanding concerning the financials, as originally individuals paid up front so that the first year the numbers reflected \$525.00, with year two and three numbers at approximately \$200.00 each year. Mr. Iddings said expenditures for the community garden included water, garden hoses, deer fence, etc. and noted that Mr. Jarvis will outline other expenses in his report. Mr. Jarvis stated that he performed an analysis of the water bills and they fluctuated from year to year, however, after the new filtration system was installed the water bills dropped by 30%. Mr. Alexander requested that Ms. Tschirhart supply the Board with the recent water bills starting with August.

Lisa Connolly of Byrds Nest Pass stated that the lifeguards reported that there is still a leak in the pool in spite of the new filtration system, which could factor in to the fluctuation of the water bills. Ms. Tschirhart said she hasn't received any reports concerning a pool leak, but she would check with Atlantic and report back to the Board.

Hattie Walden reported that she hasn't heard anything back, definitive or otherwise, concerning the tree on Hampton Village Pass by the mail boxes that require trimming. She said the trees have been in need of trimming for a while and with winter approaching, she's noticed the branches are starting to fall off – perhaps due to the cold. She noted that these are comments that other homeowners have made along with her reporting the incident in February 2011. Mr. Alexander said he would look into the matter, along with three other requests he has received, and once he summarizes them he will forward the findings to Ms. Walden.

Ray Kyliavas stated that he noticed that it took the Association several months to pick up the dead tree branch and asked why it took so long. Mr. Iddings replied that there was a lot of tree work required for the community and the Grounds Committee felt it was more cost effective to compile the work in one solicitation, as opposed to doing odds and ends. He added that the Board was delayed in awarding the contract for tree work because it was looking for at least three bids, but only received two, one of which was accepted. Additionally, Mr. Kyliavas stated that he has noticed a large amount of litter throughout the community that has been there for long periods of time; he asked if this was a trend and what the Board's intentions were regarding the removal of the litter. Mr. Iddings said litter is an on-going problem and that a reminder will be put in the newsletter reminding residents not to litter. He also said that at one time the Association looked into hiring a company that would police the community for animal waste, litter, debris, etc.; however, the cost was excessive, and therefore, the Board elected not to proceed with the company.

III. APPROVAL OF MINUTES:

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to approve the minutes of the November 14, 2011 meeting as presented. The motion passed unanimously (5-0-0).

The Board agreed to postpone approval of the September 12, 2011 Board of Directors meeting minutes until the January 2012 Meeting.

IV. PRESIDENT'S COMMENTS:

Mr. Iddings reported that the state has allocated \$5 million to the HOT Lanes project to address the tree damage caused by the project and has identified 10 impact areas that will receive special attention, with the access road to Lafayette Village being one of those areas. He said the plan was supposed to be released in November, but has been deferred. He has been in contact with the point of contact from the state and he will be talking with her on Wednesday to determine exactly what the impact plan is and what the scheduled is so that Lafayette Village can participate in the final development of the plan and how it will affect the community. Lastly, Mr. Iddings stated this is the last meeting at which Diane Tschirhart will be in attendance, as the contract with KPA ends on December 31st. He acknowledged Ms. Tschirhart's hard work and thanked her for her many years of service. Further, Mr. Iddings stated that beginning the first of the year Sequoia will be

the new Management team, with Dale Edwards as the property Manager. He said Sequoia has ordered the 2012 coupon books and they should be mailed next week.

In the interim, homeowners who prepay or have an automatic draft, the payment should go to KPA and they will update their records and then transfer them to Sequoia.

V. MANAGEMENT COMPANY REPORT:

Ms. Tschirhart stated that there was no Management report. However, Ms. Walden asked about the status of the sign that has been lying in the pool parking lot and the damage to several residents' yards done by Bladerunners while they were doing the aerating. Ms. Tschirhart said she would look into the sign and Mr. Jarvis said he spoke with Bladerunners and the aerating was normal, but because of the unusual amount of rain, the work was done while it was muddy and thus it looks worse than in previous years.

VI. COMMITTEE REPORTS:

ACC: Ms. Cutter was not present; however, Mr. Iddings stated that the ACC indicated that it has been quiet, with not much to report.

Communications: Mr. Iddings reported that the December newsletter went out the first week in December and the deadline for the next newsletter is the end of January, which will be for the February/March newsletter. He noted that the website continues to be updated regularly with meeting notices and other Association documents.

Grounds: Mr. Alexander reported that the committee met in November and discussed that the committee will come in at approximately \$18,000 under budget this year. He said he recognizes the money is there for a reason and had hoped to spend some of the funds; however, all the companies they solicited couldn't start the work in the month of December. He noted that he is partly responsible for the lack of spending, as he has been extremely busy and has requested that the other committee members take on added responsibilities in the upcoming year with the hope of getting more done, to include the mail boxes, 3 lamp posts and a list of other projects.

Neighborhood Watch: Mr. Iddings reported that it is relatively quiet, other than a recent breaking and entering of a vehicle. He said the committee will start up again in the spring.

Pool & Recreation: Ms. Connolly reported that it is quiet and she will continue to work with Ms. Tschirhart concerning the pool leak.

Finance: Mr. Jarvis reported that as indicated by the reports provided by KPA, the Association will have a surplus this year which will roll over into 2012. He discussed the garden program where the Board previously approved a motion making the garden program self supporting for three years. Since the three years have lapsed, Mr. Jarvis recommended that the Board approve the purchase of an inexpensive meter for tracking the usage of water.

Additionally, he reported that the Association currently has a balance about \$700,000 including about \$475,000 in reserves. The Board needs to take a careful look at the reserve study and determine if it wants to proceed with community street replacement currently scheduled to start in 2012, and if so, to make sure the monies are available, the Finance Committee will look at what CDs are maturing and which ones should be surrendered and when. Mr. Iddings further noted that in 2012 the trash and grounds/snow removal contracts are up for re-bid. Mr. Jarvis said he would look into getting the budget figures updated so they are reflected correctly in the newsletter. Ms. Walden asked why there would be no Finance meeting until February with so much going on. Mr. Jarvis responded that the Finance Committee will meet as soon as feasible, contingent upon when the Board makes their decisions on what they want to do; therefore, there is no need to meet before then.

Fairfax Federation: Mr. Iddings reported that the Fairfax Federation adopted the legislative agenda at its last meeting for the upcoming legislative session.

VII. OLD BUSINESS:

Report on Parking Task Force: Allen Story provided the Board with a re-draft of the task force's recommendations and outlined in detail his recommendations for the parking regulations. The Board agreed with Mr. Story's recommendations, and asked him and the task force to prepare a final draft resolution to be presented at the January meeting.

Status of Standard Operating Procedures: Ms. Walden stated that there wasn't much to report; however, she has started incorporating the attorney's comments and changes and has gone to the website to review the pool rules and is trying to simplify and summarize some of the record retention information. She added that she would like to go over the pool rules with Lisa Connolly, as they are confusing.

Dominion Power Proposal for New Light on Mt. Airey: Mr. Alexander stated that he did not receive a specific quote from Dominion Power; however Ms. Tschirhart stated that she did receive a quote, but the proposal has gone back to Dominion Power with a request to make a few changes. As such, the following motion was made:

MOTION: Mr. Iddings moved, Ms. Walden seconded, to authorize an expenditure of up to \$6,000.00 for the acquisition of installation of new lights on Mt. Airey. The motion passed unanimously (5-0-0).

Status of Lawsuit re: VDOT taking of LVCAS Property for HOT Lanes Project: Mr. Iddings stated that Jay Jarvis has been the lead on this project for the last 18 months and is in contact with the attorneys. Mr. Jarvis stated that on November 30th the attorney asked if the Association would consider another contract to perform a real estate appraisal before the court date. Mr. Jarvis said the cost is minimal and the Board previously passed a resolution that would authorize expenditures for the verbal quote. However, if the contractor comes back and requests a written quote it could be as high as

\$15,000.00, and he would then come back to the Board in January if a written quote is indeed needed. He confirmed the court date is scheduled for March 14, 2012. He said the reality is that if VDOT feels the Association has a strong case, based on the appraisal they will probably settle out of court because they don't want to have public records of a settlement.

VIII. NEW BUSINESS:

Adoption of FY2012 LVCA Budget: Ms. Walden stated that the annual budget is the single most important document the Board has to approve. In order to establish a good baseline going forward with the new management company and new Board of Directors, and because the garden fees were intended to recover all plot costs; and because our budget for pool water has increased tremendously, she proposed the following motion:

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to accept the 2012 budget as presented in tab C by the Finance Committee.

MOTION: Ms. Walden moved to amend, Mr. Alexander seconded, that the LVCA Board of Directors consider the following for the 2012 budget and in future budgets: (1) Create an expense budget line for the Garden Plots and develop a formula allocation for dividing water costs between the pool and garden expenses for future water usage, and (2) break out account 6047 to include an account explanation sentence for "specific functions", allowing for an accurate year-end reconciliation of expenditures, and (3) provide an explanation sentence describing the purpose for account 6090 contingency. The motion failed (2-3-0).

The main motion passed (4-1-0).

Authorize the Ground Committee to Prepare a Grant Application for the Trans-urban HOT Lane Grants Program:

MOTION: Mr. Iddings moved, Mr. Jarvis seconded, to have the Ground Committee prepare a grant application on Lafayette letterhead and submit it to the Landscapers. The motion passed unanimously (5-0-0).

IX. ACTION ITEMS REVIEW CREATED AT THE MEETING

- Check the pool leak
- Provide the Board with copies of water bills starting with August 2011

X. ADJOURNMENT:

Mr. Iddings recessed the Regular Session of the Board meeting at 8:55 p.m.

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The Board met in Executive Session to review outstanding assessments and fines. No actions were taken.

The Board rose from Executive Session and adjourned at 9:14 p.m.

Respectfully Submitted

Nathan Garcia
Secretary