

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

**Monday, March 12, 2012
Mason District Government Center
6507 Columbia Pike
Annandale, VA 22042**

BOARD MEMBERS PRESENT:

| | |
|----------------|-----------------|
| Carl Iddings | President |
| John Alexander | Vice President |
| Jay Jarvis | Treasurer |
| Hattie Walden | Member At Large |

ABSENT:

| | |
|---------------|-----------|
| Nathan Garcia | Secretary |
|---------------|-----------|

OTHERS PRESENT:

| | |
|--------------|---------------------------------------|
| Dale Edwards | Property Manager, Sequoia Management |
| René Malone | Recording Secretary, Minute-By-Minute |

I. CALL TO ORDER:

Mr. Iddings called the meeting to order at 7:00 p.m. and confirmed the presence of a quorum. He noted that he and Ms. Walden would be recording the meeting.

II. CITIZENS' COMMENTS:

Sally DiGiovanni noted that the Mason District Government Center is not a good place to hold the Board meetings, as the acoustics are bad and it's very difficult to hear what is being said. A member of the Board expressed agreement and the President asked Mr. Edwards to see what other space might be available. Ms. DiGiovanni voiced concern over the budget, stating that she does not know where the money is going and she wants to know that the money is being spent wisely. She also does not believe the Board has a connection with the owners. She asked if the streets will be paved in 2012. Mr. Iddings explained that the Board had deferred the street repaving until 2013 for a variety of reasons including a decision to wait until a new reserve study has been completed. Ms. DiGiovanni asked if any beautification is planned for the common area near the highway. Mr. Iddings responded by describing a grant in the amount of \$5000 the Association received to help plan a beautification project for that area in conjunction with work the state VDOT would be doing. Lastly, she asked the reason for the water bill increase on the pool and wanted to know if the Association lost any property to the state for the HOT lanes project. Mr. Iddings explained that the water bill increases were due to increases in water and sewer charges from Fairfax Water, and that the Association did lose almost an acre of common grounds to the project by eminent domain, but has been reimbursed for that loss.

Gloria Kozich voiced concern about a tree that was removed from the front her house and replaced with a sapling. She'd like to know if trees that are removed can be replaced with larger trees, as the sapling that was placed in front of her house does not block headlights from shining into her home. In discussing the Association's funds, she suggested that everyone in their respective communities get together, noting their concerns/problems in their area, and submitting those concerns to the Board. She believes this should be the way for the funds to be spent.

Lorraine Hendricks was astounded that only two trees have been replaced on Butterfield Lane, especially given the level at which money has been spent. Mr. Iddings explained that Grounds expenditures included much more work than just planting trees. She asked what became of the money promised by Delegate Vivian Watts. Mr. Iddings explained that Del. Watts had arranged for \$5 million of state funds to be allocated for restoration of those areas damaged by the HOT Lanes project, including along Lafayette Village drive and the Little River Turnpike access road, but this money would not be spent until 2013, after the completion of the project.

Connie Vargas wanted to know why VDOT didn't repair all storm drains. The Board explained that while many requests had been made to VDOT, repairing the storm drains on Lafayette Village Drive was low on VDOT's priority list, since VDOT was still repairing damage from the 2010 winter storms affecting road safety. Regarding the two grants, she wanted to know if the Association had to match both of them. Lastly, she wanted to know how the current garden is being watered. The Board responded to both of these questions.

III. APPROVAL OF MINUTES:

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to approve the minutes of the February 6, 2012 Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mr. Iddings discussed the open letters that were distributed throughout the community, stating that they were not based on sound facts and had incorrect information that was misleading. He prepared a detailed response to the letters, which was passed out to those in attendance. He stated that this response will also be posted on the website.

V. MANAGEMENT COMPANY REPORT:

Mr. Edwards reported that all contractors have been informed of the Association's new management company. He provided the following update from last month's Action Item List: the new trash cans will be ordered tomorrow; the trash can in the tot lot needs to be replaced; the fence outside of the pool house needs to be replaced, however, he has not had a chance to look at the bathrooms, as he doesn't have a key; new coupons books have been sent to all owners; the pool passes will be printed in-house and the only cost to the Association will be to have them laminated, which will be approximately \$300.00 for 1,500 passes; and two Board members have been enrolled as members of the Community

Associations Institute. Spring inspections will begin this Thursday and are expected to be completed by the end of next week. A couple of pine trees in the pool park need to be removed. He will obtain bids for the crack seal and seal coat for the basketball and volleyball courts.

VI. COMMITTEE REPORTS:

ACC: Mr. Iddings reported that the ACC has been quiet. Spring Inspections will start Thursday, March 15th, and will be very detailed, as these will be the first with the new management company and will establish a baseline for the Association.

Communications: Mr. Iddings reported that next newsletter will be distributed March 31st. The submission deadline for anything for inclusion in the newsletter is March 27th - 28th.

Grounds: Mr. Alexander reported that the committee met February 23rd and is working on a project list status, which will include a short description of the project and the line item for which it corresponds. At the next meeting, the committee will be reviewing the trash contract, which is up for renewal this year, and bids that were received from Management for the basketball backboards. Once received from Management, the committee will review bids for the picnic table and benches. Mr. Alexander asked Management to provide bids for stop signs in the community, as some need to be replaced. Lastly, the committee discussed potentially shoveling the sidewalk on Lafayette Drive during snow. However, because the sidewalk does not belong to the Association, the committee will follow-up with Legal Counsel on any liability that could accrue to the Association.

MOTION: Mr. Alexander moved, Mr. Jarvis seconded, to appoint Jim Bell of Butterfield Lane to the Grounds Committee. The motion passed unanimously (4-0-0).

Neighborhood Watch: This item was not discussed.

Pool & Recreation: Lisa Conoly reported that she received five proposals to consider from Atlantic: a proposal to resurface both pools (white coating), which should last 7-8 years, at a cost of \$20,500.00, which is a reserves fund item; a proposal to replace all of the waterline tile at a cost of \$8,950.00, which is not in the reserves fund; two proposals on installing Dry-Dek matting in both bath houses for \$2,829.00 or installing it in the entire bath house, including the main entry area for \$4,520.00; and a proposal for \$2,100.00 for crack sealing on one of the main pool decks.

MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to approve the expenditures of \$21,500.00 for the white coating to come out of the reserve funds and \$2,100.00 for the crack sealing to come out of the unallocated funds and moved into the budget for maintenance on the pool. The motion passed unanimously (4-0-0).

A decision regarding action on the remaining pool maintenance work was deferred until April's Board meeting.

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, to approve the Pool Rules and Application for the 2012 pool season. The motion passed unanimously (4-0-0). (see appendix A for approved Pool Rules)

The revised Pool Rules and Applications will be included in the next newsletter. New orange passes will be issued and stickers will not be used.

Finance: Mr. Jarvis reported that Management's reported balance sheet includes balances on two of the Association's CDs based on what the prior management company provided. He stated that the correct balance on the SONA Bank CD is \$40,640.04 and \$82,905.86 on the Capital One CD. All signature cards and mailing addresses for all Association reserve accounts are current for the new Management Company and the Board Officers.

Mr. Jarvis stated that of these CDs will mature next year and while both currently are providing good investments, current rates and those next year will be much lower. The current CD rates are less than 1% for a five year CD. The Finance Committee will be making recommendations on the best approach to continue to maximize our rate of return without risk of losing our principle.

The Finance Committee was asked to make a recommendation on amending the budget to include the recently awarded grants in the LVCA budget. Mr. Jarvis stated that he contacted members by email and found the committee members are not available to make a recommendation until after April 15th. Thus, by email, the committee recommends waiting on any decision until after the committee has met.

He recognized that this put the community in an awkward position since the Association has to account for grant money received. He hopes to find a way to accommodate the members of the Finance Committee while the Board meets its obligations to account for the funds.

He stated that Management's financial statements are easy to read and seem to provide excellent records for the Board's and Finance Committee's review. It is easy to see that the Association's budget is on target. One point of interest is that the Association budgeted \$250.00 for the Garden Plot income and has taken in \$555.00. This is because gardeners were given the option to pay for three years in advance with a small discount. There has been one expense on the Garden Plot, not yet recorded, that of the new water meter which will be installed this week.

Mr. Jarvis stated that the Finance Committee will be reviewing many financial matters this year. In addition to the CDs and Grant Funds previously mentioned, the committee will be reviewing the status of the Reserve Fund and preparing of the 2013 budget.

MOTION: Mr. Iddings moved, Mr. Alexander seconded, to approve the Amendment to the FY2012 Budget. The motion passed (3-1-0). Ms. Walden opposed the motion because members of the Finance Committee had asked to review the grant proposals before making a recommendation on the budget amendment.

Fairfax Federation: Linda Boone reported that the Federation budget committee, of which she is a member, is reviewing the County's proposed budget now and is soliciting input on the budget. Public hearings will be held on April 10th at 6:00 p.m. and on April 11th at 12:00 noon at the Government Center. A members' meeting of the Fairfax Federation will be held on March 22nd at 7:30 p.m.; all are welcome to attend.

VII. OLD BUSINESS:

Parking Task Force: Mr. Alexander reported that the Parking Task Force was convened last fall to discuss ways to better enforce and articulate the rules in the community surrounding parking, particularly visitors' parking on Butterfield Lane and Byrds Nest Pass. The pool parking lot was also included in the committee's recommendations. Some changes made to the Parking Regulations include: rearrangement and re-categorization of some of the rules; adding an introduction; adding a notation that the Parking Regulations can also be found on the website; statement that towing from homeowner spaces is called in by the owner of that space; statement that owners may call the towing company of their choice; adding a new regulation regarding citation hearing(s). The committee recommends that a parking captain for each street that has visitor's spaces be appointed, as well as a parking captain for the pool parking lot.

The Parking Regulations were annotated by Allen Story.

MOTION: Mr. Jarvis moved, Mr. Iddings seconded, to table action on the revised Parking Regulations until the April Board meeting, with the rules being published in the April/May newsletter along with highlighting of the changes. (see appendix B) The motion passed unanimously (4-0-0).

Standard Operating Procedures: Ms. Walden had nothing to report

Lawsuit Against VDOT: Mr. Jarvis reported that the Association has settled with the State for \$50,000.00. After expenses, the Association will receive between \$32,000.00 - \$33,000.00, which will be deposited into the Association's account.

Status of Grant Applications: Mr. Iddings reported that the Association has received both grants that were applied for, one for \$4,000.00 and the other for \$5,000.00.

Technical Amendment to FY2012 Budget: Discussed in Mr. Jarvis' oral report.

VIII. NEW BUSINESS:

Discussion on Open Community Letters: Mr. Iddings mentioned that the letters implied that a request for a Special Meeting was going to be made. He noted that in order for a Special Meeting to take place, the Bylaws state that notification must be sent to all owners, with an agenda for the meeting. Additionally, the Bylaws stipulate what signifies a Special Meeting and the means by which one can be called to order. There was a general discussion about whether a special membership meeting to respond to the community letters was necessary, with the consensus being that the statement Mr. Iddings distributed earlier in the meeting addressed the issues raised and should be sent to all

members of the Association. Mr. Iddings will take into consideration the suggestions that have been made by those in attendance regarding a Special Meeting.

MOTION: Mr. Jarvis moved, Mr. Alexander seconded, that a response from the President be sent to all homeowners. The motion passed unanimously (4-0-0). (The two letters circulated and President's response letter attached as appendix C, D & E)

Earth Day/Arbor Day Resolution: Mr. Iddings noted that April 22nd is Earth Day and April 29th is Arbor Day. April 21st will be established as Earth Day/Arbor Day in Lafayette Village.

MOTION: Mr. Iddings moved, Mr. Alexander seconded, to adopt the Earth Day/Arbor Day Resolution as follows and to be published in the newsletter. The motion passed unanimously (4-0-0).

Earth Day/Arbor Day Resolution 2012

Whereas, Earth Day was founded through the efforts of Senator Gaylord Nelson and first celebrated on April 22, 1970, and

Whereas, Earth Day's purpose is to raise recognition and awareness about the earth and how we can better protect our environment, and

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and,

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Earth Day and Arbor Day are now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, a clean, tree-filled environment in our community increases property values, enhances the economic vitality of business areas, and beautifies our community,

Now Therefore Be It Resolved: that Saturday, April 21, 2012 be observed as Earth Day and Arbor Day in Lafayette Village, all residents being urged to celebrate Earth Day and Arbor Day and to support efforts to protect our environment including our trees and woodlands, and

Be It Further Resolved: that all residents are urged to assist LVCA in cleaning our grounds and planting trees in the common area to gladden the heart and promote the well-being of this and future generations.

IX. ACTION ITEMS REVIEW CREATED AT THE MEETING

- Find new location for Board meetings (Mr. Iddings).
- Obtain bids for new trash contract and provide in May's Board meeting packet.
- Remove the bench at the basketball court and replace it with a picnic table.
- Replace three stop signs with new 24" x 24" signs.

Lafayette Village

March 12, 2012

Page 7

- Order new parking stickers.
- Obtain bids for the seal coating at the basketball court and for the Dry-Dek pool house matting.

X. RECESS

Mr. Iddings recessed the meeting pending an Executive Session

XI EXECUTIVE SESSION

The Board went into Executive Session to discuss individual homeowner accounts. The Board rose from Executive Session having made the decision to rescind parking privileges for a town home whose owner has failed to pay HOA dues.

ADJOURNMENT:

Mr. Iddings adjourned the Regular Session of the Board meeting at 9:16 p.m.

Respectfully Submitted

Nathan R. Garcia
Secretary