LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, September 24, 2020
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson, President
Terri Clark, Vice President
John Alexander, Treasurer
Gina Keating, Secretary
Bob Rosenbaum, Director-at-Large

OTHERS PRESENT:
Adrian Sobie
Anne Sansbury
Cheryl Ryefield
Rick Jacobson
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the meeting to order at 7:07 p.m. and confirmed a quorum. The meeting was conducted via teleconference due to the COVID-19 pandemic.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments from residents.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Ms. Clark seconded, to approve the minutes of the August 27, 2020 Board meeting as presented. The motion passed unanimously (5-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that the Western Annandale CBC nomination for the development of the area around Hummer Road and Little River Turnpike was moved on by the SSPA Task Force on September 2nd. There will be public hearings on the nomination in front of the Planning Commission on November 17th and 18th. More information on the nominations can be found at https://www.fairfaxcounty.gov/planning-development/plan-amendments/sspa/south/track-nomination.

Unfortunately, the traffic sign at the crosswalk area by Brunswick Forest Pass is the standard sign for such areas. In order to get a larger sign, Lafayette Village Drive would have to be more heavily traveled.

Ms. Jacobson reminded everyone to vote early this year to ensure that each vote is counted. More information on voting in the November general election in Fairfax County can be found at https://www.fairfaxcounty.gov/elections/upcoming.

V. MANAGEMENT REPORT:

Mr. Edwards reported that he is working getting the sign for the pool house completed. He noted that the streetlight outage is not Dominion's responsibility and he will investigate further. Mr. Edwards reported that a violation letter was sent to a homeowner on Byrds Nest Pass regarding a jet ski. He stated that the government building is still not available for meetings and that the annual meeting will be held at the President's home with most residents attending via Webex. There are children's swings at the tot lot that need to be repaired. He will seek information on repairing the swings and Ms. Jacobson will contact legal to discuss the necessity of having the tot lot safety-inspected on a regular basis.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that the committee has received fifty-five requests to date. There have been seventy-three inquiries and sixty-six violations. Mr. Jacobson added that the association's covenants allow for the revocation of certain privileges, including parking privileges in response to non-compliance.

Communications Committee: Ms. Jacobson thanked Ms. Ryefield for getting the latest issue of the newsletter out despite a broken shoulder. Ms. Ryefield reported that the newsletter was distributed on September 5th. The next issue will go out on December 5th. All reports will be due on November 18th. Ms. Jacobson will contact Ms. Ryefield to discuss the best dates to print the newsletter in 2021.

Finance Committee: Mr. Alexander reported that the committee met last weekend to draft the 2021 budget. He reviewed with the Board a revised CD maturity chart. Mr. Alexander also discussed with the Board projects included in the reserve study but not yet undertaken.

Grounds Committee: Ms. Jacobson reported on behalf of Mike Nutbrown that a list of trees that need to be pruned or removed has been identified and quotes are being sought. Proposals are also being sought for the erosion project. A committee meeting will be held when Mr. Nutbrown has returned.

Neighborhood Watch Committee: Mr. Sobie reported that the Fairfax County Police liaison has visited the neighborhood and identified areas for which the association may consider adding signage to indicate that the area is closed after dark. He also identified areas where trees are obscuring visibility and the association may consider trimming back.

Mason District Council: Ms. Jacobson reported that the Mason District Council discussed Halloween and how to address in your community.

Fairfax Federation: There was no report.

VII. OLD BUSINESS:

There was no old business to discuss.

VIII. NEW BUSINESS:

Halloween :

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to celebrate Halloween in Lafayette Village in accordance with the CDC guidelines, and to publish the guidelines so that all residents are aware. The motion passed unanimously (5-0-0).

Budget 2020 and 2021:

MOTION: Mr. Alexander moved, Ms. Jacobson seconded, to accept the revised 2020 budget as presented. The motion passed unanimously (5-0-0).

MOTION: Mr. Alexander moved, Mr. Rosenbaum seconded, to present the draft 2021 budget to the homeowners at the annual meeting. The motion passed unanimously (5-0-0).

Reserve Study for 2021:

MOTION: Ms. Jacobson moved, Mr. Rosenbaum seconded, to accept the proposal from Reserve Advisors to perform LVCA's reserve study. The motion passed unanimously (5-0-0).

Martin Luther King Food Drive:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to hold the food drive on the Sunday/Monday of the Martin Luther King Day weekend in 2021. The motion passed unanimously (5-0-0).

PC19MA005 Nomination:

MOTION: Ms. Jacobson moved, Ms. Clark seconded, to oppose nomination PC19MA005: The Western Annandale CBC nomination, which is a proposed High Density Development at the intersection of Hummer Road and Little River Turnpike. The motion passed unanimously (5-0-0).

IX. ACTION ITEM REVIEW

- Contact Dominion re: lights at Byrds Nest Pass, Yorktown Village Pass & Colonial Village Row
- Email violation letter re: jet ski to Mr. Jacobson
- Seek quotes for new children's swings at the tot lot
- Combine pool supplies and maintenance expenses in budget
- Contact Reserve Advisors regarding starting their work early

X. ADJOURNMENT

Ms. Jacobson adjourned the open session of the Board meeting at 9:11 p.m. to convene an executive session.

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Via Teleconference Due to COVID-19 Pandemic
Thursday, September 24, 2020

I. **Call to Order:** 9:12 p.m.

II. **Special Note:** Executive Session of Board of Directors Meeting held via teleconference due to the COVID-19 pandemic.

III. **Board Member Attendance:**
   a) Donna Jacobson, President – Present
   b) Terri Clark, Vice President – Present
   c) John Alexander, Treasurer – Present
   d) Gina Keating, Secretary – Present
   e) Bob Rosenbaum, Member-at-Large – Present
   f) Dale Edwards, Sequoia Representative – Present

IV. **Issues Discussed:**
   a) Reviewed Homeowner HOA Dues Aging Report as of September 24, 2020, reflecting six resident accounts in arrears more than 90 days. The president asked Dale Edwards to send a letter to one owner's out-of-state address regarding the outstanding past-due account. At the president's request, Dale Edwards will send another letter to a resident with a past-due account and outstanding ACC violations; letter will state that ACC violations must be corrected within 30 days and account payment must be made within 15 days. Dale Edwards will send an additional letter to a resident with an overdue account, indicating that payment must be made within 15 days or their account will be turned over to the association attorney. Another account already under collection status has been credited with a recent payment, but it still reflects an outstanding overdue balance.
   b) The president indicated that Terri Clark will remain on the Board of Directors for at least another year, but she will assume the Member-at-Large position.
   c) The president provided an update regarding the dog attack that occurred outside of 7856 Newport Glen Pass. According to animal control, the owners agreed to relinquish the dog to Prince William County. The dog was not deemed to be a dangerous animal upon examination by a veterinarian.

   Action Items:
   a) The president will finalize the landlord-tenant letter in January 2021, and then provide it to Dale Edwards for mailing to the LVCA residents.
   b) Dale Edwards will send a letter to the owner with out-of-state address regarding past-due account (reference IV., a.).
   c) Dale Edwards will send a letter to the resident with an overdue account and outstanding ACC violations (reference IV., a.).
   d) Dale Edwards will send a letter to a resident with an overdue account that must be made current within 15 days or it will be turned over to the association attorney (reference IV., a.).

V. **Adjournment:** 9:24 p.m.