LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, March 16, 2021
Via Teleconference

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

OTHERS PRESENT:
Adrian Sobie
Anne Sansbury
Cheryl Ryefield
Mike Nutbrown
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 7:02 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.

III. APPROVAL OF MINUTES

MOTION: Ms. Jacobson moved, Ms. Keating seconded, to approve the minutes of the February 25, 2021 Board meeting as presented. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Ms. Jacobson reported that on March 3, 2021, the Planning Commission voted to recommend that zMOD be amended so that public hearings for a Special Permit would be retained for Accessory Living Units (ALUs) and for Home-Based Businesses (HBBs) which have customers other than teaching/tutoring businesses which have less than four students at a time and eight students in one day.

On March 9th, the Board of Supervisors held a public hearing on zMOD. A decision on adopting zMOD and the recommended amendments was deferred until Tuesday, March

23rd, with the record staying open for resident comments. Comments can be sent to the Clerk of the Board of Supervisors at ClerktotheBOS@fairfaxcounty.gov. Please ask the Clerk to distribute your comments to all the Supervisors.

V. MANAGEMENT REPORT:

Mr. Edwards discussed the email that Mr. Alexander sent to Patriot regarding the fuel charge increase. Mr. Alexander requested more information from Patriot regarding this issue. The current trash contract with Patriot and the current management contract with Sequoia was also discussed in relation to the audit report.

Mr. Edwards reported that the light on Colonia Village has been repaired. A letter has been sent to a homeowner on Byrds Nest Pass regarding the unapproved front door. Lastly, Mr. Edwards reported that he sent the signed proposal to the vendor who will do the tot lot upgrades.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that there have been 58 requests, 83 inquiries, and 61 violations over the last year. Spring inspections have been completed and violation letters will be mailed this week. The Board discussed a request from a homeowner regarding extending their fence and deck. The ACC will reject the request and ask the homeowner to resubmit the request once it is decided how to accommodate the neighbors' access to her backyard and the HOA's needs.

Communications Committee: Cheryl Ryefield reported that the newsletter went out the first weekend in March. The next issue will go out the first weekend in June.

Finance Committee: John Alexander reported that the committee met to review and discuss the audit report and the reserve study. He reported that a CD has matured and there is $180,000 in the money market account. He will speak with the Wells Fargo financial advisor and will report to the Board his recommendations. Lastly, Mr. Alexander reported that snow expenses are slightly over what was budgeted.

MOTION: Mr. Alexander moved, Ms. Jacobson seconded, to approve and sign the audit report and direct Sequoia Management to make the adjusted journal entries noted in the audit report. The motion passed unanimously (4-0-0).

MOTION: Mr. Alexander moved, Ms. Clark seconded, to accept the plan put forth in the reserve study by Reserve Advisors dated January 6, 2021. The motion passed unanimously (4-0-0).

Grounds Committee: Mike Nutbrown reported that the committee met with the Eagle candidate and determined that the scope of the project will be considerably reduced. The committee will do a walk-through of the community with the Shenandoah representative next Monday. Carl Iddings is in the process of contacting civil engineering firms

regarding retaining walls throughout the community. Mr. Nutbrown noted that Deborah was scheduled to do a walk-through of the lights with a Dominion representative today. Lastly, Mr. Nutbrown reported that Earth Day/Arbor Day will be celebrated this year with a community clean-up and a tree planting. There will be no picnic and no bounce house this year due to COVD-19 restrictions.

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to appoint Russell Anderson to the Grounds Committee. The motion passed unanimously (4-0-0).

Neighborhood Watch Committee: Mr. Sobie reported that currently there was not much activity concerning issues in the community.

Pool & Recreation Committee: Ms. Jacobson reported that the association is planning to open the pool this summer and is waiting to hear an update from Governor Northam regarding pandemic restrictions.

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to request that Atlantic Pool Services supply LVCA with five hand sanitizer dispensers and refills of hand sanitizing lotion. The motion passed unanimously (4-0-0).

MOTION: Ms. Jacobson moved, Ms. Clark seconded, to accept the proposal from Atlantic Pool Services to replace tiles around the main pool, replace defective valves; and caulk around the main pool and the wading pool at a total cost of $4,259.00. The motion passed unanimously (4-0-0).

Mason District Council & Fairfax Federation: Ms. Jacobson reported that the Mason District Council has been mostly focused on the zMOD issue.

VII. OLD BUSINESS:

Little Free Library Exchange: Ms. Ryefield stated that when the equipment for the library is received by Dale, he should bring it to the pool house. Mr. Nutbrown has volunteered to install the equipment at the pool house. The Board discussed to whom the stewards of the library will be responsible. Ms. Jacobson recommended that they report to the Recreation Committee.

MOTION: Ms. Jacobson moved, Ms. Clark seconded, to move forward with the Little Free Library and that Mr. Edwards purchase the necessary equipment. The motion passed unanimously (4-0-0).

New Pool Sign: Mike Nutbrown shared revised mock-ups of the potential sign for the pool house. He will send a mock-up to Mr. Edward for pricing.

VIII. NEW BUSINESS:

State & County Liaison Committee:

MOTION: Ms. Jacobson moved, Ms. Keating seconded, to create a State & County Liaison Committee and, if successful, amend the bylaws in the future to allow the committee to be a permanent committee. The motion passed unanimously (4-0-0).

IX. ACTION ITEM REVIEW

- Get a timeline for the tot lot upgrade.
- Renew CAI membership
- Send signed audit report to Goldklang.
- Bring Free Little Library equipment to the pool house.
- Updates on two contracts

X. ADJOURNMENT

Ms. Jacobson adjourned the Board meeting at 8:37 p.m.

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Via Teleconference Due to COVID-19 Pandemic
Tuesday, March 16, 2021

I. **Call to Order:** 8:38 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) Vice President – vacant
- c) John Alexander, Treasurer – Present
- d) Gina Keating, Secretary – Present
- e) Terri Clark, Member-at-Large – Present
- f) Dale Edwards, Sequoia Representative – Present

IV. **Issues Discussed:**

a) Reviewed the LVCA Homeowner Aging Report, dated March 11, 2021. Currently, there are no accounts two quarters or more in arrears. However, if payments are not received by April 1st, then some accounts will reflect major delinquencies.

There is one delinquent account with our attorney at present. The owner has not made any payment since January 2021. Dale Edwards indicated the owner may not be employed at this time.

This month's report again reflected accounts with outstanding penalty and other residual amounts. It appears that owners still are not clearing these accounts. The president will send another reminder to residents to pay these amounts on their accounts.

b) The president asked Dale Edwards whether a neighbor on Newport Glen Pass had lodged a complaint against another neighbor on that street for loud and offensive behavior. Dale Edwards indicated he did receive an email complaint, but he did not respond to it because he was unsure how to deal with the problem. The president suggested that Dale Edwards send a violation notice to the owner of that property and include the complaint details.

Action Items:
- a) The president will send another reminder to residents about clearing their accounts of penalty and residual amounts (Reference IV., a.).
- b) Dale Edwards will contact the owner of the property on Newport Glen with tenants who are the subject of a neighbor complaint and ask owner to explain how the situation will be resolved (Reference IV., b).

V. **Adjournment:** 8:47 p.m.