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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, April 2, 2024
Via Teleconference

BOARD MEMBERS PRESENT:
Donna Jacobson
Gina Keating
John Alexander
Dr. Julia Wray

BOARD MEMBERS ABSENT:
Adrian Sobie

OTHERS PRESENT:
Rick Jacobson
Mike Nutbrown
Cheryl Ryefield
Anne Sansbury
Deborah Dunham
Dale Edwards, Sequoia Management
Chris Collins, Recording Secretary, Northern Virginia Minutes

I. CALL TO ORDER:

Ms. Jacobson called the April 2, 2024, Board meeting to order at 7:03 p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

Anne Sansbury thanked the Board for approving the purchase of mulch.

III. APPROVAL OF MINUTES

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the minutes of the February 20, 2024, Board meeting as amended. The motion passed unanimously (4-0-0).

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson reported that the Board unanimously approved the following items outside of a regular Board meeting:

- Shenandoah Landscaping to do retaining walls #1, #17 and #18 at a cost not to exceed $50,000
- William Maroney & Associates to do an appraisal of the easement behind 3967 to 3979 Hancock Forest Trail

- Atlantic Pool, Inc. to do required caulking of the pool area and pressure washing of the pool deck at a cost not to exceed $5,925
- Hop on Pop (Mid-Atlantic Adventures) to provide a Moon Bounce House for the Earth Day celebration on Saturday, April 20th at a cost not to exceed $900
- Mulch for the community garden was approved at a cost not to exceed $535

V. MANAGEMENT REPORT:

Mr. Edwards discussed Mr. Gilberts report and noted that the first round of violations from the spring inspection have gone out.

VI. COMMITTEE REPORTS:

ACC: Mr. Jacobson reported that to date there have been forty-seven requests, seventy-three violations and one hundred and eight questions. He noted that the Spring inspections have been completed and the first round of violation letters have been sent. The second round of inspections will be completed at the end of April.

Communications: Cheryl Ryefield reported that someone recently took all the books (but three) from the Little Free Library. It has since been refilled. She discussed the possibility of the July issue being the last printed issue. Mrs. Jacobson said that she would like to take a little time to think about it as typically all the annual meeting items are included in the September issue. Lastly, Ms. Ryefield noted that she is waiting on confirmation from someone who has expressed interested in serving as her back-up with the newsletter.

Finance: Mr. Alexander reported that the association's finances are trending as expected. At the end of February there was $90,000 in the checking account and $136,000 in the money market account. Two CDs have been purchased: one in the amount of $175,000 for twelve months at 5.2%; and one for $175,000 for thirty-six months at 4.65%. The fuel surcharge has increased to 5%. Mr. Alexander requested that all Dominion bills be included in the monthly Board packet.

Grounds: Mr. Nutbrown reported that the association was approved for the 2024 Virginia Trees for Clean Water grant. Shenandoah will begin planting twenty new trees. It will need to be determined who will water the trees. He noted that Fairfax County provided some supplies for the Earth Day/Arbor Day event. Mr. Nutbrown also discussed a short list of trees in the community that need to be removed.

Ms. Dunham reported that she has done several walk-throughs with Dominion Energy and determined where the six lights will be installed. Dominion will prepare an estimate of the cost.

VII. OLD BUSINESS:

Website Changes & Updates: Ms. Keating reported that she is waiting on a few responses regarding updates that need to be made.

Basketball & Multipurpose Courts:

MOTION: Ms. Jacobson moved, Mr. Alexander seconded, to approve the proposal to power wash, seal and paint the basketball and multipurpose courts at a cost not to exceed $4,500. The motion passed unanimously (4-0-0).

VIII. NEW BUSINESS:

"No Trespassing" Signs in the Meadows: Mr. Edwards will request a quote from Walter Monroe to install the signs in the meadows.

Tot Lot Issues: The Board discussed the recommendations for the tot lot and agreed that the items that have been added by residents that are in poor condition will be removed. They will engage with Shenandoah to add wood chips to the tot lot. A complete plan for the tot lot will be developed. Mrs. Jacobson will send out a notification to all residents to remove any items they have added to the lot (if they don't want them thrown away) and to ask residents to not donate any further items.

4020 Lafayette Village Drive: The topographical survey was completed, and the report was sent to the Board. Mrs. Jacobson stated that she has not heard anything in terms of what the owner intends to do. The appraisal done be Moroney & Associates was received by the Board and indicated that the easement was valued at $22,000. Ms. Jacobson noted that she would like to receive market value for the easement and the owners of the property to agree to a restriction on all four deeds stating that no further dwellings could be built on the properties without approval of the LVCA Board, plus a few other minor stipulations.

Tree for Earth Day/Arbor Day:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to purchase and plant a London Plane tree from Shenandoah at a cost not to exceed $900. The motion passed unanimously (4-0-0).

Fairfax Invasive Removal Alliance:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, for that LVCA join the Fairfax Invasive Removal alliance. The motion passed unanimously (4-0-0).

IX. ACTION ITEM REVIEW

- Connect with pool company to ensure the approved items are taken care of
- Send March financials to Mr. Alexander in mid-April
- Include Dominion invoices in Board packet
- Contact Walter Monroe regarding approval of work for basketball and multipurpose courts, and request a quote for the installation of signs in the meadows
- Send contract back re: work at tot lot

X. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to adjourn the regular session of the Board meeting at 8:22 p.m. to convene an Executive Session to discuss personnel and legal matters. The motion passed unanimously (4-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, April 2, 2024

I. **Call to Order:** 8:23 p.m.

II. **Special Note:** Executive Session of Board of Directors Meeting held via teleconference in accordance with our resolution regarding electronic meetings, dated August 17, 2021.

III. **Board Member Attendance:**
   a) Donna Jacobson, President – Present
   b) Adrian Sobie, Vice President -- Absent
   c) John Alexander, Treasurer – Present
   d) Gina Keating, Secretary – Present
   e) Julia Wray, Member-At-Large – Present
   f) Dale Edwards, Sequoia Representative – Present

IV. **Issues Discussed:**
   a) Rick Jacobson, the Architectural Control Committee (ACC) co-chair, led a discussion about violations within the community. He indicated that he would send Dale Edwards an email regarding specifics of other ACC issues. He left after discussing the violations.
   b) Our president indicated that Fairfax County would be compensating LVCA for one of the easements involved in the pond retrofit project. The remaining easements will be donated to the County.
   c) Our president discussed the need to plant a tree for Arbor Day. Mike Nutbrown will be finding a tree to plant in the community for this occasion and will coordinate with Dale.
   d) The board reviewed the LVCA Homeowner Aging Report, dated March 26, 2024. Dale Edwards will check on one homeowner's dues balance and notify our president if this needs to be addressed by our attorney.

V. **Action Items:**
   a) Check whether a violation was sent to a resident regarding their tree. (Dale Edwards).
   b) Send Dale Edwards an email about a couple of ACC issues (Rick Jacobson).
   c) Find a tree for LVCA to plant for Arbor Day (Mike Nutbrown & Dale Edwards).
   d) Notify our president if one homeowner's dues balance needs to be addressed by our attorney (Dale Edwards).

VI. **Adjournment:** 8:34 p.m.
   a) Our president made a motion to adjourn the executive session. Our member-at-large seconded the motion. The motion passed 4-0-0.