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LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, March 18, 2025
Via Teleconference

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

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

I. CALL TO ORDER:

Mrs. Jacobson called the March 18, 2025, Board meeting to order at 7:01p.m.

II. RESIDENTS' COMMENTS AND FEEDBACK:

There were no comments.

III. APPROVAL OF MINUTES:

MOTION: Mrs. Jacobson moved, Ms. Keating seconded, to approve the minutes of the February 18, 2025 Board meeting as presented. The motion passed unanimously (3-0-0). *Mr. Alexander had not yet joined the meeting.*

IV. PRESIDENT'S COMMENTS:

Mrs. Jacobson provided an update on the proposed development in Annandale. The virtual community meeting for the proposed development, which will affect the Annandale area, is scheduled for **April 21st, at 7 p.m.** The proposed development which would affect Lafayette Village Community is as follows:

A property at **7616 Little River Turnpike in Annandale** would be redeveloped with a seven-story residential building and two three-story commercial buildings. One of the existing high rise office buildings on the site would be converted to residential, and the

other would remain an office building. (This is at the intersection of Hummer Road and Little River Turnpike.)

Mrs. Jacobson also mentioned that the association's website has not been working properly recently. It was determined that the site has reached the maximum space that the association has contracted for. The space was increased and the site is now working properly.

V. MANAGEMENT REPORT:

Mr. Edwards reported that trash and landscaping services are running normally. Atlantic Pool is preparing the pool for the season. Lastly, Mr. Edwards reported that he has not had a chance to complete the spring inspections and will aim to finish next week.

VI. COMMITTEE REPORTS:

Architectural Control Committee: Rick Jacobson reported that there have been thirty-eight requests, eighty-six questions and forty-one violations to date.

Mr. Jacobson proposed an update to the ACC guidelines that addresses fences and gates. The update would clearly note that the placement of fences and gates must be approved by the ACC.

Mr. Jacobson also asked Mr. Edwards to laminate the trash signs to be posted around the community, and to address an urgent violation notice.

MOTION: Mrs. Jacobson moved, Dr. Wray seconded to clarify Section 1.10, paragraph E of the ACC guidelines to indicate that fence and gate placement must be approved by the ACC. The motion passed unanimously (4-0-0).

Communications Committee: Ms. Ryefield reported that the newsletter will be ready for distribution this Sunday.

Finance Committee: Mr. Alexander reported that another CD has recently matured, and the total now in the money market account is $270,000. He advised that the Board hold off on authorizing another CD purchase as there are some large expenses coming up and the association will need the funds. Lastly, Mr. Alexander noted that the snow removal expense is overbudget, and also noted that there is approximately $80,000 in the cash account.

Grounds Committee: Mr. Nutbrown reported that he has sent out a list of spring pruning needs for quotes. He added that Shenandoah will remove trees that the committee has identified and replacements for these trees will take place in the fall.

The committee would like to hold the Earth Day/Arbor Day celebration on April 6th, to

include a community clean-up and the planting of a new tree.

An engineer has looked at the retaining walls in the community and identified a few that he advises to not replace for now. Additionally, the wall between Yorktown and Byrds Nest Pass will be taken down but not replaced, rather it will be filled with dirt.

Lastly, Mr. Nutbrown reported that a company has been identified that can do all the work needed in the sidewalk project. The committee advises that only the larger issues be addressed at this time.

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to accept Shenandoah's proposal for retaining wall #14 in the amount of $8,605, and to accept Cox's proposal for NTE $1,050 for the replacement of the Cox box. The motion passed unanimously (4-0-0).

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to accept Shenandoah's proposal for retaining wall #15 for the railing and flag stones in the amount of $6,401. The motion passed unanimously (4-0-0).

Pool Committee: Rebecca Just reported that she will provide Ms. Ryefield with all the pool information to be included in the newsletter by tomorrow night.

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to approve the proposal from Atlantic Pools for expansion joints in the concrete deck and caulking in an amount not to exceed $1,000. The motion passed unanimously (4-0-0).

VII. OLD BUSINESS:

Easement Proceeds:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to refund the proceeds from the easement with Fairfax County to the association members. The motion passed unanimously (4-0-0).

VIII. NEW BUSINESS:

Earth Day Arbor Day:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to hold an Earth Day/Arbor Day on April 6th to include a community clean-up and planting of a tree. The motion passed unanimously (4-0-0).

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to purchase a tree from Shenandoah for the Earth Day/Arbor Day planting in an amount not to exceed $1,000. The motion passed unanimously (4-0-0).

Halloween Party Costs:

MOTION: Mrs. Jacobson moved, Dr. Wray seconded, to approve an amount not to exceed $400 for the Halloween Party on October 31st. The motion passed unanimously (4-0-0).

Reserve Study: This was postponed so that Mrs. Jacobson could confer with the association's insurance broker.

Parking Assignment Sheet: Mrs. Jacobson reported that the sheet has a few errors, resulting in someone almost being erroneously towed. Mrs. Jacobson proposed that before Mr. Edwards has a vehicle towed, he confirms with Mrs. Jacobson. She will update the parking sheet for any errors as they are found.

State & County Liaison Committee:

MOTION: Mrs. Jacobson moved; Dr. Wray seconded, to change name of the State & Liaison Committee to the Liaison Committee. The motion passed unanimously (4-0-0).

Proposal for Mulch:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the proposal from Meadow Farms in the amount of $519. The motion passed unanimously (4-0-0).

Handyman Quote:

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to approve the proposal from Walter Monroe in an amount not to exceed $1,000. The motion passed unanimously (4-0-0).

Tot Lot Proposal: The Board reviewed the proposal for the tot lot. Dr. Wray will address outstanding questions with the vendor and provide answers to the Board.

X. ADJOURNMENT

MOTION: Mrs. Jacobson moved, Mr. Alexander seconded, to adjourn the regular session of the Board meeting at 9:27 p.m. and convene an executive session to discuss legal and personnel matters. The motion passed unanimously (4-0-0).

LAFAYETTE VILLAGE COMMUNITY ASSOCIATION
Executive Session of the Board of Directors Meeting
Tuesday, February 18, 2025

I. **Call to Order:** 9:44 p.m.

II. **Special Note:** The Executive Session of the Board of Directors Meeting was held via teleconference per our resolution regarding electronic meetings, dated August 17, 2021.

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

IV. **Issues Discussed:**
   a) Rick Jacobson, the Architectural Control Committee (ACC) co-chair, indicated he would discuss the status of violations with Dale Edwards on Wednesday, February 19th, since our Sequoia Representative could not attend the executive session. Rick Jacobson left the executive session.
   b) The board reviewed the LVCA Homeowner Aging Report, dated February 15, 2025. Our president stated she would ask Dale Edwards to send one additional account to our association attorney for collection.
   c) Our president indicated she would discuss the mechanics of distributing the easement profits to homeowners with Vince (Sequoia Management) should the board decide this is the best option for the association.
   d) Our president announced she is searching for a homeowner to serve on our board of directors as Adrian Sobie recently resigned. She asked the board members for ideas about how to fill this position.

V. **Action Items:**
   a) Notify Dale Edwards that one additional delinquent owner account needs to be sent to our association attorney (Donna Jacobson).
   b) Discuss easement profit distribution with Vince of Sequoia Management (Donna Jacobson).
   c) Provide ideas for a replacement board member to our president (all board members).

VI. **Adjournment:** 9:48 p.m.
   a) Our president motioned to adjourn the executive session, and the treasurer seconded it. The meeting was adjourned 4-0-0.