

**Minutes of the Lake Barcroft Association Board of Directors
November 9, 2016**

The meeting of the Lake Barcroft Association (LBA) was called to order at 7:37 PM by President Bill Lecos at 6425 Lakeview Drive, Falls Church, VA 22041. Those present were LBA Directors Bill Lecos, Anne Cullather, George Waters, Andrew Casolini Dal Bo, Sara Franco, Sarah Mattingly, David Emmerson, Susan Escobar, Kevin Howe, Brian Allen, Rick Aldrich and Todd West. Board member Kevin Kampschroer was not present. Lake resident Marilyn Finley and LBA office manager Chris Lawson were also in attendance.

MINUTES: The minutes of October 12, 2016 were reviewed. Andrew moved the minutes be approved as amended, which was seconded by Brian. The minutes were approved unanimously by the board.

REVIEW OF AGENDA: The agenda was reviewed with no revisions.

CALENDAR REVIEW: The community calendar was reviewed and modified to reflect that the holiday party is scheduled for 12/3.

NEW BUSINESS

COMMUNITY OPEN COMMENTS There were no community comments presented to the Board.

OLD BUSINESS

WID – Alan Pisarski provided an update to the Board on WID activities and issues. Dredging is now being performed at Tripps Run. Holmes Run will be dredged in the spring. With the closing of the Lorton landfill in 2018, WID is working to fill the basin and dry spoils and get the spoils to Lorton before it closes. If an outside firm is hired, it will cost an estimated \$300,000, which is still cheaper than transporting and paying tipping fees. WID has tested the dredging equipment at Beach 5. A smaller piece of equipment would cost about \$45,000 to purchase. WID concluded it could go with the smallest, least expensive equipment that will allow dredging to be completed to 8-9 feet. It would cost an estimated \$50,000 for the new bobcat equipment. Regarding the refurbishing of the pump station work that the county is performing, Alan reported that Supervisor Penny Gross has met with Davis Grant regarding HITT contractors and the challenge of getting Dominion Electric to provide power; a diesel generator is being used in the meantime.

Newsletter- Maryiln Finley reported to the board that new staff will be working on the calendar, which will be managed by Sharon Pacchiana.

NOMINATING COMMITTEE UPDATE: Rick reported that the nominating committee had contacted 13 residents and identified 8 who are willing to run for an open board seat. 10 candidates are required so two more residents are required. The board will need to approve the slate of candidates at the December board meeting and bios/photos will need to be submitted to the newsletter.

2017 BUDGET DISCUSSION: Todd led a discussion of the 2017 budget, indicating that he added more directory advertising revenue to the budget in order to increase overall revenues. Andrew request a 2% increase for lifeguard wages. Todd recommended a \$25 increase in the annual membership dues paid by homeowners. Anne made a motion to approve a \$25 dues increase and to direct Todd to work with the Committees to find another \$5,000 in expense reductions. The motion was seconded by Dave Emmerson and approved by the Board. Kevin Howe will confirm the amount that WID transferred to LBA for the tree replacement program. Todd will present a balanced budget to the Board at the next meeting.

DIRECTORY SUPPORT– Sarah Mattingly provided the Board with an update on the publication of the new LBA directory. Mark Cavich and Shane Oleson used to design the directory using In-Design software. Sarah proposed hiring Sue Nixon to design the directory; Sue had provided a proposal that would cost \$2800 - \$3000. The Board approved hiring Sue Nixon. Board members should get their suggestions to Sarah as to what additional documents should be included in the directory (by-laws, covenants, rules, maps, etc.). The directory will be proofed by a volunteer team that includes Carol Donlan, Cindy Waters, Stuart Feldstein and Diane Weeks. Gary Jewell will manipulate the WORD database file and then provide it to Sue Nixon. Printing should be completed by the end of January. It will be a 160 page directory, an increase of 4 pages compared to the last directory. LBA will reach out to the Jeb Stuart Crew team arrange delivery in February. The design team for the directory will be meeting next Friday.

COMMITTEE REPORTS

WATER SAFETY– Andrew received the final report for the 2016 beach season from Kevin Hardy. Budget requests have been solicited from Kevin and incorporated into the FY 17 budget. Andrew also reported that Mike Gates and ALC met at Beach 4 to discuss spring planting and potential shoreline restoration. They are working up a plan and will coordinate with Kevin Howe for plant selection. The draft plan should be provided to the Board by the December meeting.

ARCHITECTURAL REVIEW COMMITTEE – Kevin Kampschroer provided a written report indicating that 11 applications were approved by the ARC. Of these, two were seawalls, which were also reviewed by the WID. WID requirements and comments were incorporated into the approvals. One application is provisionally approved, pending neighbors' comments. Chris Lawson will be requesting their input.

The zoning variance that has been requested by one resident was granted by the Board of Zoning Appeals. Since the application had been previously approved by the ARC, the Committee re-confirmed with the owners that their application remained approved, provided they follow the stipulations in the variance approval.

Kevin reported that the ARC adopted a three-year cycle for complete review and potential revision of the guidelines, with an annual review for minor "fixes". The rationale for this is that it conforms to the typical cycle for building code revisions. Therefore this year the ARC is looking at a few revisions that will be proposed to the Board at the December meeting, allowing the Board to decide if they warrant broad discussions with the community, and could be incorporated into the agenda for the winter community meeting. ARC plans to have the proposed changes drafted by December 6, and sent to the Board for review by December 7, in advance of the December 14 Board meeting.

LEGAL – Dave provided an update regarding various legal developments. Our outside counsel, Chadwick, drafted a reply to the complaints that had been filed by Blake Ratcliff, which was mailed to Mr. Ratcliff on 10/19/16. The Chadwick firm also executed the contract with LBA, accepted our proposed revisions. The upcoming November LBA newsletter will publish the draft rule on Short Term Rentals, soliciting community comments that should be emailed to Chris Lawson.

COMMUNICATIONS

Sarah reported that Marvin will complete fixing the bugs by 11/14. Then the web site will be circulated for beta testing. Residents will be able to update their directory information directly on the web. They did implement the thumbs up/thumbs down feature for the contractor list. They also deleted the age indicator for 65 and older.

TREASURER – the Audit report is in the Board package and LBA is on track and in sound fiscal shape.

MEMBERSHIP – 4 transfers generated \$50 each in revenue. No additional payments were received.

IMPROVEMENTS – George reported that he has ordered a new picnic table for Beach 5 since the current table is disintegrating. (The table top was too heavy for the supports). The new kayak rail has been installed at Beach 2. George also reported that the Improvement Committee also held a meeting at the WID compound regarding the request from the

LBA Village for a railing be installed from the beach into the Lake to assist residents with access to the Lake. Representatives from the Village collaborated with the discussion and a conceptual design was developed to install at Beach 3.

EVENTS – Sara Franco reported the December caroling event may include a lighted boat show and a food truck. She is also searching for a new coordinator of the Labor Day games.

ENVIRONMENT – Kevin Howe reported that he has completed the inventory of boats at 3 beaches for boat stickers. Two beaches remain to be inventoried. A sign has been posted at Beach 1 indicating that un-stickered boats will be confiscated, and similar signs will be posted at the other beaches. There will also be an article in the newsletter regarding boat confiscation plans and an upcoming boat auction.

SECURITY – Susan reported that she spoke with Officer Gary Moore about how to improve the patrolling of the community. She will be scheduling a meeting between residents and the police to discuss security issues in the neighborhood. She also raised the issue of skating on the lake, and whether the police should patrol such incidents. LBA has installed signs around the lake to warn against skating, and Kevin Howe will arrange to have additional signs made and installed. Susan also reported that the crime watch meeting she held at her home was great but attended by only 4 residents. She is exploring ways to engage neighbors in neighborhood watch activities.

LBA OFFICE MANAGER’S REPORT– Chris requested Board approval to purchase a used sea container to archive historic documents for LBA, BBI and LABARCA, which have out-grown the available space at the LBA office in her home. She obtained 4 bids and the best price was \$2450 plus tax for a “one trip” unit, which is a container that was only used once and would not require painting. The container would be stored at the WID compound, and would be a more economical solution than renting storage space from a storage company such as Office Archives. Additional funds would be needed to ventilate the unit. Kevin Howe made a motion to approve \$3600 for the acquisition of a used sea container, which was seconded by Andrew and approved by the Board. WID will help in moving the boxes.

PRESIDENT’S REPORT- Bill provided an update on his discussions with Supervisor Penny Gross’ staff regarding options for parking restrictions on Pinetree Terrace. The County had recently approved such restrictions on Nevius Street. He discussed two options: expanding the existing parking district or creating a new parking district. Bill will continue discussions with the Supervisor’s office as well as explore a broader solution in the Bailey’s Crossroads area.

Bill reported that he asked Brian to be the Board liaison to the BAFAPA Playground group of residents that are advocating for a new playground in the community.

Following up on previous board discussions, Bill suggested that a community Boat Safety training session be scheduled in the February-March 2017 timeframe. The January 2017 Board meeting will focus on water safety strategies. It was suggested a resource be added in the directory regarding boating rules, which Kevin will send to Sarah.

Regarding the home business on Duff Drive, Bill will be following up with the homeowner.

Bill also reported that on Sunday, October 23 police and fire personnel were called to Beach 5, where an attempted suicide victim had been discovered by resident. The victim was taken to the hospital where she passed away from her injuries. She was an 18 year old non-resident.

Bill then moved that the Board go into executive session, which was seconded by Andrew, for the purpose of discussing LBA staff compensation and bonuses, including Chris Lawson, Kevin Hardy and the team of lifeguards that staff our beaches, as well as consideration for year-end bonuses for several contractors that support LBA. Andrew made a motion to leave Executive session which was seconded by George and approved by the Board. Anne then made a motion to approve the recommendations made in Executive Session, which was seconded by George and approved unanimously by the Board.

The meeting adjourned at 10:08.

Respectfully Submitted, Anne Cullather
Secretary