

FINAL

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
July 3, 2019**

Directors Present:

Terry Placek	President and At-Large Director (via telephone)
Melanie Alvord	Vice President and Ward VI Director
Anne Wasowski	Secretary and At-Large Director
Harry Reem	Treasurer and Ward III Director
Andi Dies	Ward IV Director
Philip Brown	Ward V Director
Larry Straub	At-Large Director

Also Present:

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager
Dave Bush	Recording Secretary

I. Residents' Comments

Benjamin Kochman and Dr. Leah Streeker, homeowners residing at 4800 S. 28th Street, came before the Board to comment on the placement of a basket ball half court on the tennis court near their unit. Mr. Kochman stated that it appeared that none of the procedures for providing comments prior to placement of the hoop and net had been strictly followed. He stated that because he and his wife had been unable to present their concerns prior to installation of the court, they would come to the Board meeting to voice those concerns and ask that the court be transferred to a location where play cannot be heard. He stated that he and his wife felt there were a number of alternative locations available which were less obtrusive and where the constant sound of bouncing ball would not disturb adjacent residents. Dr. Streeker noted that she is an Emergency Room Doctor and that she often has to sleep during the day, and that the sound of the bouncing ball often has kept her awake.

Vice President Alvord stated that this pilot project called for the hoop and net to be in place until Labor Day, after which the Board would review comments from surrounding residents and make a final decision on whether to keep this amenity at this location or to seek another.

II. Call to Order

At 7:17 p.m. Treasurer Harry Reem called the regular agenda to order.

III. Establishment of Quorum

Mr. Reem noted there was a quorum with seven members present. He announced that Ward I Director Jessica Auston and Ward II Director Edward Stolof would be unable to attend the meeting.

IV. Approval of Minutes – Regular Meeting – June 5th and Special Meeting – June 17th, 2019

Ms. Wasowski moved the minutes of the June 5, 2019 regular meeting of the Board of Directors be approved. Seconded by Ms. Dies and passed (7-0-0).

[At this time Vice President Alvord resumed chairing the meeting.]

Mr. Reem moved the minutes of the June 17, 2019 special meeting of the Board of Directors as revised, be approved. Seconded by Mr. Straub and passed (7-0-0).

V. Old Business

There was no Old Business on the Agenda and none was presented.

VI. New Business

A. Convert Basement Window Into Egress Windows

Ms. Dies moved the Board of Directors approve the recommendation of the Architectural Control Committee that the variance request from the homeowner at 3010 S. Columbus Street to convert the existing basement windows of the unit into egress windows be denied and be returned to the homeowner for more information. Seconded by Ms. Wasowski and passed (7-0-0).

Ms. Dies explained that Arlington County permitting calls for two different permits, depending on the work being performed. If the room in question is to be remodeled into a bedroom, the work required a different permit than if it is remaining as it is. The Committee has asked the homeowners to submit more detailed information on what they intend to do. She also asked if deferring action, rather than outright denying the request, is the way the Board wants to handle these applications from here on. The Board agreed to amend the resolution to insert the words “... be denied and ...” after the word window and before the word be. It was agreed that the Board will discuss whether deferring rather than outright denying a request will be reviewed.

B. FY2019 Back-Yard Fence Replacement Project – Phase I

Ms. Placek moved the Board of Directors authorize the General Manager to enter into a contract with American Restoration LLC, for Phase I of the Back-Yard Fence Replacement Project, including a pilot, at a cost of \$783,040.00 plus 10% contingency (\$78,304.00) with a total cost of \$861,344.00. Seconded by Ms. Dies and passed (7-0-0).

To be charged to Reserve Account 3700

Mr. Brown, noting that the cost of laminate material is far higher than reported by FEA at the March 6th meeting, asked whether it would be better to use wood or another product carrying a lower cost. Mr. Roby reminded the Board that the first part of the six phase project is the pilot, which is enclosure of the maintenance yard, and that once this work is completed the Board can decide to reassess materials and cost

C. Electrical Service to Maintenance Shop Annex

Ms. Wasowski moved that the Board of Directors authorize Management to contract with Kolb Electric to provide electrical service to the Shop Annex as described in the attached proposal, at a cost of \$6,875.00. Seconded by Mr. Brown and passed (7-0-0).

To be charged to Reserve Account 3700

D. Parking Lot Renovation

Mr. Reem moved that the Board approve the following proposals:

<u>Paving:</u> Pro-Pave paving lots 5 (2869-2879 S. Buchanan Street), 20 (3008-3036 S. Abingdon Street) and 38 (4714-4728 S. 29 th Street)	\$ 65,250.00
<u>Concrete:</u> Edge Concrete lots 5 (2869-2879 S. Buchanan Street), 20 (3008-3036 S. Abingdon Street) and 38 (4714-4728 S. 29 th Street)	\$126,210.50
Contingency on Project	<u>\$ 30,000.00</u>
Project Total	<u>\$221,460.50</u>

Seconded by Mr. Straub and passed (7-0-0).

To be charged to Reserve Account 3700 – Parking Lots

E. Retaining Wall at 4819B S. 28th Street

Ms. Wasowski moved that the Board approve the proposal from American Restoration for replacement of a retaining wall at 4819B S. 28th Street in the amount of: \$9,800. Seconded by Ms. Placek and passed (7-0-0).

To be charged to Reserve Account 3700 – Retaining Walls

F. Insurance Renewals

Ms. Placek moved that the Board of Directors select Holden & Company Insurance, to act as the Association's Insurance Broker for the period from July 15, 2019 until July 15, 2020, and to provide insurance coverage at a total cost of \$451,688.00, as outlined in the attached 2019-2020 Insurance Renewal – Executive Summary, comprised of the following coverage:

- Commercial Package (Building Limit \$221,413,460)*
- Business Auto Coverage (Guard Insurance)*
- Crime Coverage – Primary & Excess (fidelity bond of \$6,750,000)*
- Non-Profit D&O Liability*
- Umbrella liability (\$25,000,000)*

Seconded by Mr. Reem and passed (7-0-0)

G. Draft FY2020 Budget

Mr. Reem moved that the Board of Directors direct that the draft budget for fiscal year 2020, previously distributed to Board Members and Committee Chairs, as amended, commencing October 1, 2019, shall be provided to all unit owners to allow opportunity for their consideration, commentary and contribution. Seconded by Mr. Brown and passed (7-0-0).

Ms. Placek thanked Mr. Reem, staff and committee chairs for the many hours spent on development of this budget. Mr. Reem distributed discussion notes associated with the budget, which calls for a 2.3% increase in assessments, along with a Reserve Cash Flow Summary report.

[President Placek broke telephonic connection at 8:06 p.m., ending participation in the meeting.]

[Vice President Alvord recessed the meeting at 8:07 p.m. and called the meeting back to order at 8:32 p.m.]

VII. Reports

President: President Placek not being present, there was no report.

Vice President: Vice President Alvord's report consisted of discussion of articles for the August issue of the *Fairlington News*.

Articles for the August 2019 Issue of the *Fairlington News*: The Board reviewed items to be included in the August 2019 Issue of the *Fairlington News*.

Treasurer: Treasurer Harry Reem

In Mr. Reem reported that for the month of May, which is the eighth month of Fiscal Year 2019, the Association had an overall negative variance from budget of \$10,262 and that the variance from budget for the fiscal year-to-date stands at a positive \$94,717.

Strategic Plan Task Force: The Task Force has incorporated revisions submitted by Members of the Board and the plan has now been posted on the website for a two week public comment and review period. After receipt of comments from the public, the General Manager will prepare and format a final plan for submission for approval by the Board at the September 4th meeting.

Secretary: Ms. Wasowski reminded the Board about the July 4th Annual Parade and requested each try to attend.

Committee Reports: There were no reports, other than those in writing, and there were no questions from the Board.

Management's Financial Report: There was no report, other than those in writing, and there were no questions from the Board. Mr. Roby added he has forwarded ten units to the attorney for action on delinquent condo fees.

Management's Administrative Report

Mr. Roby drew the attention of the Board to a new format for his report. From here on he will be including in his report items of interest and continuing operations.

Maintenance Reports: There were no reports, other than those in writing, and there were no questions from the Board.

Operations Report: There were no reports, other than those in writing, and there were no questions from the Board.

VIII. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Wednesday, August 7, 2019.

IX. Adjournment of Meeting

Ms. Dies moved that the Board adjourn the meeting of July 3, 2019. Seconded by Mr. Reem and passed (7-0-0).

Vice President Alvord adjourned the meeting at 9:01 p.m.



Secretary
Fairlington Villages, a Condominium Association