

APPROVED

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
May 1, 2019**

Directors Present:

Terry Placek	President and At-Large Director
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
Jessica Auston	Ward I Director
Philip Brown	Ward V Director
Larry Straub	At-Large Director
Edward Stolof	Ward II Director

Also Present:

Gregory B. Roby	General Manager
Mark Johnson	Operations Manager
Victoria Gomillion	Office Administrator
Dave Bush	Recording Secretary

I. Residents' Comments

Andi Dies, the homeowner at 4837 S. 27th Road, came before the Board to comment on the removal and replacement of a tree in front of unit 4839 S. 27th Road. She reported a tree which was dying was removed from this location and that two residents requested it be replaced without consulting with other neighbors. She stated the Grounds Committee approved a replacement tree for the same location and that, in her opinion, the new tree will exhibit the same distress as the old one, will send roots under adjacent sidewalk which will eventually need repair and will itself be a hazard. She asked that the tree be removed. President Placek stated that management will ask Lancaster Landscapes to evaluate the tree and location and report.

II. Presentation – Security Patrol Contract

President Placek introduced Dennis Connor and Captains Lloyd and Hill of Security Patrol Service, the company which provides patrol services for Fairlington Villages. Mr. Connor presented a brief overview of the duties and responsibilities of the company and he and Capt. Lloyd then answered questions from the Board.

It was noted on that Monday, April 29th, there were reports of items being stolen from unlocked vehicles and Capt. Lloyd reported that Security Patrol works with the Arlington and Alexandria police on community crime prevention measures and seeks to involve residents in programs which lead them to a better understanding of how they can protect themselves and their vehicles.

Vice President Alvord noted that there was an accident near her home but that the report from the patrol officer did not note the event until an hour and a half after it occurred. Capt. Lloyd stated he will advise the patrol person that events had to be marked in the logs in a timely manner.

The Board requested that the flashing lights on the patrol vehicle be turned on at all times except when the patrol officer is on foot patrol and Capt. Lloyd stated he will advise the officer of this requirement.

President Placek requested that the patrol officer note any areas where it is felt that the Association would be well served to have extra lighting installed, and that he pay special attention to the 24/7 trash containment area near the office. Capt. Lloyd stated that he will advise the officer that special attention needs to be paid concerning dark areas which may need better lighting and that a check point will be installed at the 24/7 trash area to assure the officer includes this in his rounds. Capt. Lloyd will also obtain an estimate of how long it takes to make a circuit around the community.

III. Call to Order

At 7:30 p.m. President Placek called the regular agenda to order.

IV. Establishment of Quorum

President Placek noted there was a quorum with nine members present.

V. Approval of Minutes – April 3, 2019 Regular Meeting

Ms. Alvord moved the minutes of the April 3, 2019 regular meeting of the Board of Directors be approved. Seconded by Mr. Stoloff and passed (9-0-0).

VI. Old Business

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

VII. New Business

Mr. Brown moved the Board of Directors approve Variance Requests A through F on the Agenda as a group as follows:

- Variance Request – 3023 S. Buchanan Street – Remove a Load Bearing Wall Between the Kitchen and the Dining Room

- Variance Request – 4834 S. 29th Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room, Remove a Load-Bearing Wall between the Kitchen and the Living Room and Remove the Closet in the Basement
- Variance Request – 4841-A S. 28th Street – Remove a non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room
- Variance Request – 3039 S. Buchanan Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room
- Variance Request – 3051 S. Columbus Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room
- Variance Request – 4808 S. 28th Street - Remove a Load-Bearing Wall Between the Kitchen and the Dining Room, Move a Load-Bearing Wall in the Kitchen and Create a New Penetration for a Kitchen Vent

Seconded by Mr. Alvord and passed (9-0-0).

During discussion of the motion it was noted that a certification from an engineer is only required for non-load bearing walls and that the part of a resolution dealing with a certification by an engineer being required for load-bearing walls should be removed and only included for resolutions speaking to non-load bearing walls or a combination of non-load-bearing and load-bearing walls.

A. Variance Request – 3023 S. Buchanan Street – Remove a Load Bearing Wall Between the Kitchen and the Dining Room

Mr. Brown moved the Board approve the March 29, 2019 variance request from the homeowner at 3023 S. Buchanan Street, to remove a load-bearing wall between the Kitchen and the Dining Room in the unit in accordance with the specifications outlined in the attached variance request and drawings. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

B. Variance Request – 4834 S. 29th Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room, Remove a Load-Bearing Wall between the Kitchen and the Living Room and Remove the Closet in the Basement

Mr. Brown moved the Board approve the March 12, 2019 variance request from the homeowner at 4834 S. 29th Street to remove a non load-bearing wall between the Kitchen and the Dining Room, remove a load-bearing wall between the Kitchen and the Living Room and remove the closet in the Basement in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

C. Variance Request – 4841-A S. 28th Street – Remove a non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room

Mr. Brown moved the Board approve the March 14, 2019 variance request from the homeowner at 4841-A S. 28th Street to remove a non load-bearing wall between the Kitchen and the Dining Room and remove a load-bearing wall between the Kitchen and the Living Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

D. Variance Request – 3039 S. Buchanan Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room

Mr. Brown moved the Board approve the April 1, 2019 variance request from the homeowner at 3039 S. Buchanan Street to remove a non load-bearing wall between the Kitchen and the Dining Room and remove a load-bearing wall between the Kitchen and the Living Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

E. Variance Request – 3051 S. Columbus Street - Remove a Non Load-Bearing Wall Between the Kitchen and the Dining Room and Remove a Load-Bearing Wall Between the Kitchen and the Living Room

Mr. Brown moved the Board approve the March 18, 2019 variance request from the homeowner at 3051 S. Columbus Street to remove a non load-bearing wall between the Kitchen and the Dining Room and remove a load-bearing wall between the Kitchen and the Living Room in the unit in accordance with the specifications outlined in the attached variance request and drawings. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

F. Variance Request – 4808 S. 28th Street - Remove a Load-Bearing Wall Between the Kitchen and the Dining Room, Move a Load-Bearing Wall in the Kitchen and Create a New Penetration for a Kitchen Vent

Mr. Brown moved the Board approve the March 29, 2019 variance request from the homeowner at 4808 S. 28th Street to remove a load-bearing wall between the Kitchen and the Dining Room. Move a load-bearing wall in the Kitchen and create a new penetration for a Kitchen Vent in the unit in accordance with the specifications outlined in the attached variance request and drawings. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the

approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (9-0-0).

G. Variance Request – 3043 S. Columbus Street, A-2 & B-2 – Install Light in Basement Common Area

At the request of Management, and by unanimous consent, the Board of Directors agreed to withdraw the motion concerning installation of a light in the basement common area at 3043 S. Columbus Street, A-2 & B-2. President Placek explained that common area lighting is the responsibility of the Association and is installed and maintained by the Association. She stated that the request from the owners of the units making the request will be addressed by management.

H. Variance Request – 3047 S. Columbus Street, C-2 – Grandfather the Relocation of HVAC Unit

Mr. Brown moved the Board approve the March 22, 2019 variance request from the homeowner at 3047 S. Columbus Street, C-2 to grandfather the relocation of an HVAC unit. Seconded by Ms. Auston and passed (9-0-0).

I. Variance Request – 3011 S. Buchanan Street – Install Video Doorbell on Front Door to Unit

At the request of Management and by unanimous consent, the Board of Directors agreed to withdraw the motion concerning installation of a video doorbell on the front door to Unit 3011 S. Buchanan Street. Mr. Roby reported he will be developing a suggested blanket approval rule for these devices and that many units throughout the community already have installed them.

Mr. Brown reported that Architectural Control Committee members raised concerns about an expectation of privacy and had been informed that this does not apply to public areas which include the generally used common areas of the Association.

J. Apartment Hallway Carpet Cleaning

Mr. Reem moved the Board approve the proposal from CMR Alliance for Apartment hallway Carpet Cleaning at a cost of \$13,860.00. Seconded by Ms. Wasowski and passed (9-0-0).

To be charged to Operating Account 6575 – Carpet Cleaning

K. Tennis Court Renovation Courts 1-5

Mr. Straub moved the Board approve the renovation of courts 1-5 with Sports Systems in the amount indicated below:

<i>Sports Systems base contract</i>	<i>\$237,000.00</i>
<i>Upgrade of fence posts</i>	<i>\$ 2,032.00</i>
<i>Contingency on project</i>	<i><u>\$ 25,000.00</u></i>
<i>Total project</i>	<i>\$264,032.00</i>

Seconded by Mr. Brown and passed (9-0-0).

To be charged to Reserve Account 3700 – Reserves – Tennis Courts

As a part of the review of the proposed work, Mr. Brown distributed a fact sheet concerning the surfaces for tennis courts and prominent brands used for surfaces. It was noted that an asphalt surface such as the one proposed for use on these courts lasts for about twenty years and Mr. Roby reported that the proposal includes removal of the current surface material down to the original base and that the company will be testing to make sure that the underlying soil will properly support the new surface so as to avoid cracking in future.

Mr. Roby reported that work will include installation of new fence posts and that the budget for the next Fiscal Year will provide funding for a new facade fence. Mr. Brown also suggested that when thinking about future improvements for the courts that management take into consideration installation of backboards and Mr. Straub suggested that a gate be installed at the rear of the courts to allow access to the area between the courts and the school for retrieval of tennis balls. Finally, the Board requested that the cost of a cushioning surface be investigated.

L. Parking Lot Renovations – Lot 6 (2850-2888 S. Buchanan Street) and Lot 59 (3046-3058 S. Abingdon Street)

Mr. Reem moved the Board approve the following proposals:

<i><u>Paving:</u> Pro Pave paving lots 6 and 59</i>	<i>\$ 47,417.00</i>
<i><u>Concrete:</u> Edge Concrete lots 6 and 59</i>	<i>\$ 99,967.50</i>
<i>Contingency on project</i>	<i>\$ 15,000.00</i>
<i>Project total</i>	<i>\$162,384.50</i>

Seconded by Mr. Stolof and passed (9-0-0).

To be charged to Reserve Account 3700 – Reserves – Parking Lots

During discussion Mr. Straub suggested that Parking Lot 6 configuration could be revised to allow for one more space and adjacent sidewalks adjusted accordingly.

M. Management Office Entrance Accessibility

Mr. Reem moved the Board approve the following proposal from American Restoration at a cost of \$9,200.00. Seconded by Ms. Alvord and passed (9-0-0).

To be charged to Reserve Account 3700 – Reserves – Concrete Sidewalks

During discussion Ms. Dies raised concerns about the aggregate stone being used and asked that management seek to assure that it does not offer a slipping hazard.

[President Placek recessed the meeting at 8:25 p.m. and called the meeting back to order at 8:43 p.m.]

VIII. Reports

President: President Placek asked that Board Members sign and return the Confidentiality Agreement distributed at this meeting and also to list their preferences for service as the liaison to a committee and provide that to Mr. Roby not later than May 8th. She reported that the Long and Foster Building is being redeveloped and the developer will be meeting with the FCA on May 8th and may wish to meet with the Fairlington Villages Board as well. She reported that Verizon has been asking that Fairlington Villages set up a FIOS marketing meeting for residents to meet with Verizon and that she is recommending that the FCA would be the better vehicle as she does not feel that the Association should be involved in the marketing of FIOS or serve as a marketing contact for any organization. She then reminded the Board that the Yard and Garden Sale will be held on Saturday, May 4th and the Home and Garden Tour will take place on Saturday, May 11th from 11:00 a.m. through 3:00 p.m.

24/7 Trash Area: President Placek completed her report by noting that the 24/7 trash area behind the administrative office continues to be misused and that over the past weekend a great deal of trash and debris piled up and the area. She and Mr. Roby reported that staff is looking into ways to help curtail improper use of the facility by using restrictive methods such as signage and installation of an open view gate with a padlock the combination of which can only be provided by calling the office. Mr. Roby reported he is working with the trash service provider on problems associated with the use of the facility as well as general trash removal throughout the community. The Board then held a wide-ranging discussion of ways and means to curtail misuse of the 24/7 trash facility, as well as methods to better serve the community through an adjusted trash removal schedule. Ms. Wasowski suggested that a webcam be placed at the 24/7 facility so that those who are thinking of taking trash to that area can check to see if it is already full.

Vice President: Vice President Alvord had no report.

Communications/Technology Committee

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

Secretary: Ms. Wasowski had no report.

Treasurer: Mr. Reem reported the most recent financial report, which covers the first six months of the fiscal year, shows that year-to-date income over expense amounts to \$36,153. He noted that each Board Member received at this meeting a packet containing the schedule for development of the next fiscal year’s budget and requested that they submit estimates for committee expenses as well as their own suggestions by May 24th. He reported that there will be an open community meeting for budget review scheduled for July 24th.

Strategic Plan Task Force: Mr. Reem reported that the Task Force is now preparing the final draft plan for submission to the Board at the June meeting.

Committee Reports

Parking Working Group: Mr. Straub reported there was no meeting in April and that one will be scheduled for mid-May.

Management's Financial Report: There was no report, other than that provided by the Treasurer and those in writing, and there were no questions from the Board.

Management’s Administrative Report

Mr. Roby reported that there are two positions to be filled on the maintenance staff with the departure of the maintenance supervisor and a maintenance technician.

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. Mr. Johnson reported that Arlington County is no longer accepting glass as a recyclable material and that any glass will have to be placed in the non-recyclable trash containers.


IX. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Wednesday, June 5, 2019.

X. Adjournment of Meeting

Mr. Reem moved that the Board adjourn the meeting of May 1, 2019. Seconded by Ms. Alvord and passed (9-0-0).

President Placek adjourned the meeting at 9:36 p.m.



Secretary
Fairlington Villages, a Condominium Association