



**Fairlington Villages, a Condominium
Management's Project & Status Report – August 4, 2021 Meeting of the Board**

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I. ACTION ITEMS

A. Action Requested by the Board of Directors: Management is requesting action by the Board of Directors on Agenda Items VI New Business (A through E). An Executive Session has also been called to consult with Legal Counsel on a potential Unit Owners' Liability to the Association and one additional potential legal matter.

B. Informational Items of Special Note Included in Board Book: The following supplements the information delivered with your Board Business Book this month:

1. *Supplemental Language to clarify rule requiring pets to be leashed on common elements.* Questions have risen in recent months surrounding the authority for the requirement that all pets, regardless of species, must be leashed while on the common elements. The authority for this requirement comes directly from Article XI (Use Restrictions) of the Association's Bylaws, section 3(e):

“ . . . Pets shall not be permitted on the common elements of the condominium project unless accompanied by an adult and unless they are carried or on leash. . . .”

Attachment A to this report is a full restatement of the rule as it appears in the Residents' Handbook, with the following supplemental language (indicated in **RED** in the Attachment) included to clarify the authority for the leash requirement:

“Pursuant to Article XI, Section 3(e) of the Bylaws, in addition to dogs, the use of a leash while in the common areas is required for all household pets that are not otherwise contained or controlled, including without limitation, cats, ferrets, parrots, and rabbits.”

Management would appreciate adoption of the following Resolution incorporating the additional language:

RESOLVED, that the Rule on Pets, as found on page 64 of the 8th edition of the Fairlington Villages Handbook be clarified to indicate that it is Article XI, Section 3(e) of the Association’s Bylaws that requires all pets to be carried or leashed while on the common elements.

2. *Exploration of adding Volleyball sand box as an amenity.* Management has received recent requests about the possibility of installing a sand volleyball court on our grounds here at Fairlington Villages that have been forwarded to the Amenities Working Group. If there is interest among the Members in exploring this possibility, Management could work with Sports Systems, which designed the tennis and basketball installations to investigate possibilities. Areas for consideration might include the large, level area in ward 2 on which tennis court 7 sat until its removal in 2011 (between Abingdon and Buchanan Streets); or possibly tennis court 10 in ward VI, along King Street.

Management would appreciate a sense of the Board if there is interest in having Sports Systems consulted to discuss the possibilities and to make recommendations as well as provide rough cost estimates, with adoption of the following Resolution:

RESOLVED, that Management consult with Sports Systems and other vendors as appropriate to explore the possibility of adding Sand Volleyball as an amenity at Fairlington Villages and to investigate possible locations together with rough cost estimates for installation.

3. *Executive Session:* An Executive Session has been called to provide an opportunity for the Board to consult with Association Counsel on the subject of a Unit Owners obligation to the Association as well as one other potential legal matter. Materials to aid in that discussion will be delivered separately on Wednesday, August 4th.

C. June 2021 Financial Statements: The Financial Statements and Operating Statement Review for the month ending 6-30-2021 are included in this month’s Business Book. The Association remains in an excellent position at the close of the eighth month of the fiscal year carrying forward over \$178,251 in Net Income at the close of the month.

II. INSURANCE

A. 2021 Claims:

1. March 16, 2021: 3080 S. Abingdon Street, Unit B-1. Fire in laundry facilities. A General Electric stackable washer/dryer and vent system serviced just the day before failed. The exact cause for the failure is still undetermined. Physical damage to facilities and immediate surroundings in B-1. Water damage to A-1 and smoke damage to C-1. Remediation to A-1 and C-1 are complete. The fire is still under investigation by the Arlington County Fire Marshall. The Master Policy, HO6 carriers, General Electric *and the* carrier for the servicing vendor have *also* assigned investigators. The unit owner and management have been directed not repair or otherwise disturb the area under investigation pending further notice.

All investigations have concluded with a finding electrical short circuit inside dryer controls. Greater New York is paying the claim. The Unit Owner is responsible for the \$15,000.00 deductible pursuant to well-established Board policy; but her HO6 carrier attempted to argue on her behalf that the deductible was not assessable to the unit owner.

May 3, 2021: 10-day DEMAND letter to Unit Owner advising that if full payment was not received within the 10th day, the unit Owner's account would be assessed and forwarded to Counsel for collections.

June 1, 2020: \$15,000.00 assessed to Unit Owner account per standing FVAC policy.

June 14, 2021: Payment in the amount of \$15,000.00 on behalf of Unit Owner received from Nationwide Insurance Company.

June 30, 2021. All anticipated payments and reimbursements have been received. Remediation and repair work is continuing.

July 27, 2021: Claim was readjusted upward, and additional sums have been received from Greater New York. Remediation and repair work is continuing.

III. OTHER ITEMS

A. C-3 Database

1. **Rules & Covenants Violations:** After a review with Marcus, this project is being re-evaluated to establish revised milestones. The status is under review. Key to completion is identifying which requests for outside assistance and resources (to L&N and/or ATG/C3) may still be outstanding and assisting Marcus in establishing an in-house *desk-specific* tickler mechanism for his follow up.

B. Comcast & Verizon Fios:

1. **Comcast:** Remediation for contracted installation that are made improperly is an ongoing item. Other than requests to bury temporary installations, there are no Pending Issues.
2. **Verizon FiOS:** Remediation for contracted installation made improperly is an ongoing item. Other than requests to bury temporary installations, only one other class of problems exists – missing “pre-installation wiring for a limited number of units on the outer perimeters of the community,” which also remains an open item.

C. Delinquencies & Collections: Delinquent Accounts *decreased* \$5,558 over May to a total of \$87,113 through June 30, 2021, remaining *just* at 1% of Operations. (Industry standards classify delinquencies at or below 3% of operations *excellent*.) Management continues to monitor delinquent accounts with regular turnover to Association Counsel for collections per Association policy.

D. FY2022 Budget Development: The 2022 Budget is included as an action item this month for FINAL approval and adoption.

E. Management Projects and Tasks At-A-Glance

Completed

1. FY20 Audit - FINAL
2. 2021 Annual Meeting
3. Strategic Plan Tracking Report through FY2020 2nd Quarter
4. Standardized Standing Committee Charter(s)
5. Annual Spring Property Inspection
6. Opening of Summer Swimming Pool Season (3 of 6 pools)
7. Annual Review & Renewal of Various Insurance Policies
8. Website Upgrade
9. FY22 Budget season

Next Immediate Priority:

1. **(Carried Over)** General Annual Survey of property for rules/covenants violations (with Marcus Reed)
2. **(Carried Over)** Covenants Module Implementation (Under Re-evaluation: Most recent milestone: creation of all necessary forms and templates in C-3 making it ready for operational testing).

Ongoing (Underway, In Progress, On Schedule)

1. Summer Pool Operations
2. Finishing Staff Evaluations & Career Development Plans 2022
3. Annual Summer Landscaping Operations
4. Annual Masonry & Painting Projects

Short Term (30 Days)

1. Pool Season Closing
2. Strategic Plan Tracking Report through 3rd/4th Quarter(s)
3. Contract Renewals
 - a. Master Security
 - b. Premier Aquatics

Mid Term (30 – 60 Days)

1. Covenants Module Implementation (Milestone: creation of all necessary forms and templates in C-3 making it ready for operational testing).
2. Continued Updates to Sustainable Operations Plan to reflect current realities of COVID-19 pandemic. While the trend appeared to be moving toward the President's July goals, the Delta Variant has turned matters toward the worse. Northern Virginia remains an area of "moderate" concern, but with recent CDC guidelines for a return of masks indoors in higher risk areas, COVID remains a concern. Operations have and will continue to adapt accordingly.

Longer Term (60 + Days)

1. Personnel Action Plan
2. Review & Inventor Peter Stackhouse, Esq. files
3. Prepare for Annual Year Fiscal -End (9/30/2021)

Fairlington Villages Handbook

*Please practice good pet parent manners.
Photo courtesy of Shutterstock.*

PETS

Pets must be carried or kept on leash in the common areas and apartment hallways. The Association supports enforcement of leash laws in Arlington County and the City of Alexandria. Pursuant to Article XI, Section 3(e) of the Bylaws, in addition to dogs, the use of a leash while in the common areas is required for all household pets that are not otherwise contained or controlled, including without limitation, cats, ferrets, parrots, and rabbits.

Dog owners and pet walkers must clean up after their pets and dispose of feces in the street trashcans. Disposal at curbside or in the trash containers located in the trash enclosures throughout the neighborhood trash is prohibited.

Dog owners should ensure their pets do not urinate in common hallways or on the flowers or delicate shrubbery planted throughout the common grounds. Dog owners are liable for damages their pets cause.

Excessive barking violates our noise rule. The Board takes pet complaints seriously. Management investigates repeated disturbances and takes whatever action is necessary to ensure neither pets nor their owners disturb residents.

Arlington County offers lifetime registration for dogs but does not require registration for cats. The City of Alexandria requires licensing of dogs and cats, offering a one-year or multi-year license that expires when the pet's rabies vaccination expires.

Pet owners are encouraged to take advantage of dog runs at Utah Field in South Fairlington and on the north bank of Four Mile Run on Arlington Mill Drive.

The Animal Welfare League of Arlington (www.awla.org) is located at 2650 S. Arlington Mill Dr., and can be reached by phone at 703-931-9241 or email at mail@awla.org. The Animal Welfare League of Alexandria, located at 4101 Eisenhower Ave., can be reached by phone at 703-746-4774 and online at www.alexandriaanimals.org.