

**FINAL**

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
COMMUNITY CENTER  
June 1, 2022**

**Directors Present:**

Melanie Alvord	President and Ward VI Director
Ed Stollof	Vice President and Ward II Director (Via Zoom Video)
Anne Wasowski	Secretary and At-Large Director
Harry Reem	Treasurer and Ward III Director
Philip Brown	Ward V Director (Via Zoom Video)
Kate Lankford	Ward I Director (Via Zoom Video)
Karen Olson Weaver	At-Large Director (Via Zoom Video)
Larry Straub	Ward IV Director

**Also Present:**

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Victoria Gomillion	Office Administrator (Via Zoom Video)
Marcus Reed	Office Administrator (Via Zoom Video)
Dave Bush	Recording Secretary

**President Alvord announced that due to the continuing nation-wide emergency caused by the Covid-19 (Corona) Virus, the meeting was being held in person and via Zoom Video.**

**I. Residents' Comments**

Lisa Tillman, the homeowner residing at 2856 S. Buchanan Street, C-1, came before the Board to suggest that, rather than having paper pool passes, users be issued arm bracelet as a form of identification. The suggestion will be forwarded to the Swimming Pool Committee.

**II. Presentations**

Holden & Company Insurance: President Alvord introduced Scott Holden and Paul Duncan who spoke about renewal of the Master Insurance Policy for the year July 2022 through June 2023. Mr. Holden noted that his firm has been associated with Fairlington Villages for over twenty-three years and that he wanted to speak briefly about what the Board can expect in the way of premium cost for the coming year. He noted that factors driving industry-wide premium increases generally center around the rapid rate of inflation and the cost of material needed to replace building components when a major claim (such as fire or flood) is presented. He

reported that while the current industry-wide rate of increase has been between 10% to 15%, Fairlington Villages can expect between a seven-to-eight percent increase due to the low level of claims during the past several years and improvements made which positively affect the level of safety. He then answered questions:

- In response to a question about what is covered by the secondary (Umbrella) policy, Mr. Holden stated that it covers liability issues which may not be included in the main building package – issues such as slip-and-falls, pool accidents, etc.
- In response to a question concerning the current amount of expected full replacement value for all buildings in Fairlington, Mr. Holden reported that the total estimated cost for full replacement was \$287 million and has been advanced to \$302 million due to the cost of materials and inflation. He reminded the Board that every so often a study to determine the full value of a community is required by the insurance company and then this figure is adjusted annually as required.
- In response to a question concerning Directors and Officers coverage, Mr. Holden reported that this policy premium, which is small in comparison to the Master Policy, rose by about 30%.
- President Alvord asked Mr. Holden to briefly review each policy for Fairlington Villages which is covered in his portfolio. Mr. Holden reported that these areas are: (1) the Master Policy which is the replacement and general liability policy with Greater New York; (2) Automobile - which covers all Association work vehicles; (3) Crime – which is the Fidelity Bond; 4) Directors and Officers - which covers the Board and Committees if sued; 5) Umbrella – which is excess liability coverage; 6) Worker’s Compensation (which runs from December through December of each year); and, finally, Cyber liability. He also noted that Fairlington Villages has earthquake coverage under the Master Policy which covers damage due to earthquake; and, that insurance companies do not insure for damages related to any Pandemic.

Mr. Holden reported his staff has been working with a number of companies and has found that Greater New York Insurance is willing to continue to insure Fairlington Villages at a less than industry-wide standard increase in premium. This is a favorable premium quote because most rates are now between ten and fifteen percent. He reported he will be presenting a final package for review at the July Board Meeting.

High Sierra Pools: President Alvord introduced Aleksander Zivkovic, Area Manager for High Sierra Pools, the swimming pool management service provider, who had been invited to attend the meeting to provide an update on preparations for the 2022 pool season. Mr. Zivkovic reported that the Memorial Day Opening was a success and that all pools are now fully staffed with lifeguards coming from abroad as well as locally. Although the Board had few questions directly concerning the operations of High Sierra, Members discussed at length the need for reform in the issuance of guest passes. Mr. Johnson reported that the newly revised (post-Pandemic) pool guest policy is to issue up to four passes (good for one day only) per unit and upon request. This requires that the person making the request come to the office each day to get

needed passes. The board discussed the possibility of returning to the cyber-app system used during the Pandemic, however Mr. Roby stated that this method often over taxed the ability of the small administrative staff to administer and was not the best system unless a summer employee was hired to perform the needed work. Mr. Zivkovic suggested that passes could be issued for up to three days thereby negating the need to constantly return to the office for a daily pass, and Ms. Lankford suggested that the swimming pool committee look into the possibility of adapting an electronic application for use. It was agreed that the Swimming Pool Committee would look into ways to refine the system of issuing pool passes.

### **III. Call to Order**

At 7:39 p.m. President Alvord called the regular agenda to order.

### **IV. Establishment of Quorum**

President Alvord noted there was a quorum with eight members present either in person or by Zoom Video connection. She announced that At-Large Director Joe Torres would not be attending.

### **V. Approval of Minutes**

#### May 4, 2022 Regular Meeting

*Ms. Wasowski moved to approve the minutes of the May 4, 2022 regular meeting of the Board of Directors, as revised. Seconded by Mr. Reem and passed (8-0-0).*

#### May 17, 2022 Special Meeting

Mr. Reem moved to approve the minutes of the May 17, 2022 special meeting of the Board of Directors, as revised. Seconded by Mr. Straub and passed (8-0-0).

### **VI. Old Business**

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

### **VII. New Business**

#### **A. Variance Request – 4638 S. 31<sup>st</sup> Street – Remove A Load Bearing Wall**

By Unanimous Consent the Board agreed that this item be withdrawn from the agenda because the application was incomplete.

#### **B. Variance Request – 4618 S. 28<sup>th</sup> Street – Remove A Load Bearing Wall**

By Unanimous Consent the Board agreed that this item be withdrawn from the agenda because the application was incomplete.

**C. Variance Request – 3047 S. Buchanan Street – Remove A Load Bearing Wall**

*Ms. Lankford moved the Board approve the May 1, 2022 variance request from the homeowner at 3047 S. Buchanan Street, to remove a load bearing wall in their unit, in accordance with the specifications outlined in the attached variance request. 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. Seconded by Mr. Straub and passed (8-0-0).*

**D. Exterior Painting – Ward I**

*Ms. Lankford moved the Board of Directors authorize Management to contract with Middledorf Property Services, Inc., for exterior painting in Ward I at a cost of \$72,885.00. Seconded by Mr. Reem and passed (8-0-0).*

To be charged to Operating Account 6680 – Exterior Painting

**E. Tree Removal Policy**

*Mr. Reem moved the Board approve the following TREE REMOVAL POLICY:*

*The Association doesn't remove healthy trees as a rule. However, due to the ecological and financial harm caused by invasive trees, as defined in lists compiled by Arlington County and the City of Alexandria, no funds are to be spent to prune invasive trees to preserve them, and they shall be removed as the budget allows.*

*Seconded by Ms. Wasowski and passed (8-0-0).*

Discussion centered around how it would be determined whether a tree warranted removal; whether there was a catalog of the location, type and condition of each tree; and that the policy needed to be refined to reflect only those trees considered to be invasive by the County of Arlington and the City of Alexandria.

**VIII. Reports**

President: Ms. Alvord presented a sample sign designed to help stop sewer backups caused by improper flushing of items. The signs, which could be placed in public areas such as the pools read “Please Help Our Sewers – Flush Only Toilet Paper.” The Board agreed this was a good idea and should be instituted.

Vice President: Mr. Stolof had no report.

**Articles for the July 2022 Issue of the *North Fairlington News*:** The Board reviewed items to be included in the July 2022 issue of the *North Fairlington News*.

Treasurer: Mr. Reem reported the Association remains in sound financial condition. He stated that the most current financial report shows a \$69,762 deficit of income over expense for the month, and \$125,282 excess of income over expense for the year-to-date. He noted that the reported excess funds will undoubtedly diminish with the inclusion of outstanding bills and larger-than-expected expenses in certain categories.

He went on to report that he recently reviewed expenses associated with water billings and found that for a seventeen month period Fairlington Villages had been over billed by the City of Alexandria by \$46,401. The City has compensated Fairlington Villages and the funds have been added to Owner Equity bringing that total fund amount to approximately \$785,000.

Mr. Reem concluded by thanking Board Members for presenting their ideas on the formulation of the 2023 preliminary budget and that it should be ready for distribution for review at the July Board meeting.

Board Members gave a hearty thanks to Mr. Reem for his diligence in review of the water and sewer invoices and the resulting savings of such a large amount in over-charges.

Secretary: Ms. Wasowski reported the Activities Committee is currently planning for the post-Pandemic renewal of the July 4<sup>th</sup> Community Parade and is seeking volunteers to help host the event; and, that the Grounds Committee is working with the Noise Abatement Working Group to seek ways to abate noise through practical landscaping.

Committee Reports:

Tennis Committee: Mr. Straub reported that the Adult Tennis Clinic was a success and that the tennis ladder is going well.

Management's Financial Report: There were no reports and there were no questions from the Board.

Management's Administrative Report: There were no reports, other than those in writing, and there were no questions from the Board.

Management's Project & Status Report: There were no reports, other than those in writing, and there were no questions from the Board.

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

Facilities Report: 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.

**IX. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, July 6, 2022.

**X. Adjournment of Meeting**

*Mr. Reem moved the Board adjourn the meeting of June 1, 2022. Seconded by Mr. Straub and passed (8-0-0).*

President Alvord adjourned the meeting at 8:20 p.m.



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Secretary  
Fairlington Villages, a Condominium Association