

FAIRLINGTON MEADOWS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
SOUTH FAIRLINGTON COMMUNITY CENTRE
3308 S. Stafford Street, Arlington, VA 22206
Wednesday, March 20th, 2019
6:30PM

Board of Directors

Joseph Spytek, President
Erica Brown, Secretary
Nick Slabinski, Treasurer
John Sitton, Member at Large

Managing Agent – Associa CMC

Sabiha Noorzai, Portfolio Manager
Angel Robles, Recording Secretary

Absent Board of Directors

Lisa Farbstein, Vice President

Others in Attendance

Fairlington Meadows Residents

I. EXECUTIVE SESSION

A **MOTION** was made by Joseph Spytek to move into Executive Session at 6:45PM; **SECONDED** by Nick Slabinski. Motion **PASSED** unanimously.

A **MOTION** was made by Joseph Spytek to reconvene into Open Session at 7:00PM; **SECONDED** by Nick Slabinski. Motion **PASSED** unanimously.

II. CALL TO ORDER

A **MOTION** was made by Joseph Spytek to call the meeting to order at 7:02PM; **SECONDED** by Nick Slabinski. The motion **PASSED** unanimously.

III. APPROVAL OF AGENDA

A **MOTION** was made by Joseph Spytek to approve the March 20th, 2019 Agenda; **SECONDED** by Nick Slabinski. Motion **PASSED** by unanimously.

IV. APPROVAL OF MINUTES

A **MOTION** was made by Joseph Spytek to approve the February 13th, 2019 Board of Directors Draft Meeting Minutes as modified; **SECONDED** by Erica Brown. Motion **PASSED** unanimously.

V. HOMEOWNERS OPEN FORUM

- Joanne Scully resident at 3429 S. Stafford raised her concerns concerning the cleanliness and maintenance of her neighbors' gutters and downspouts as these practices have not been consistent in the past causing the drain water flow over the foundation.

Joseph Spytek response:

Downspouts go underground there. There is an approx. of three (3) ft of patio area that is bricked and patios are usually owners to owners' issue; we really do not need to get involved now, because you have seven (7) ft between the end of the brick and your patio. There is minimal amount of area for water to get anywhere near you and it is sloped away from your house. We are not making a decision right now.

- Judi Garth resident at 3411 S. Stafford brought up to the Boards attention that she has found a small amount of termite damage on her basement. It is in her best interest to know if the HOA do a treatment every five years or so for the outside of the buildings and/or perimeter for termites? If they do not, should they? Has it ever been done before?

Joseph Spytek response:

As a permanent homeowner at the Fairlington Meadows Condo I have never heard of this practice performed before, but we will look into it.

Sabiha Noorzai response:

During the last couple of years managing the Fairlington Meadows Condo we have not performed a termite treatment, but I will look in depth how can we address the issue.

- Dahlia Han resident at 3495 S. Utah had two (2) comments: 1. How can she install the FiOS service on her unit? At first someone came to install it, but due to uncertainty drilling the wall to install the equipment, the job was not completed. 2. Near her unit there is a tree which has grown and now the branches are evading the unit's area. She would like to write down her request to trim the tree branches and submit it to the Buildings & Grounds Committee, yet she has not been able to locate the form.

Nick Slabinski response to comment 1:

On the Meadows website you will find my email, please email me and I will provide you with FiOS contact information email address.

Joseph Spytek response to comment 2:

Talk to our maintenance people, Craig, as he can look into the issue and possibly do a minor trimming.

Sabiha Noorzai response to comment 2:

Contact me via email and I will contact Craig.

- Dave Lauper resident at 3305 S. Stafford was intrigued on the fences status and if there is an upcoming meeting soon.

Joseph Spytek response:

When we go over the committee reports, an oral report will be provided on what is happening, and yes there will be a meeting soon.

- David Allen – Comcast representative provided a status report and to answer any questions regarding the upgrades they are working on. They had one issue where they impacted a FiOS line that was unmarked. If there is an issue and we can get the homeowners contact information it seems to help with Verizon and fixing the issue. Originally when it happened the technician who came was unable to identify where the line was going to and as a result it delayed to be resolved for up to 24 hours. They are at the point on completing the upgrades by early April. Once completed they will have a crew to remedy all of the wiring issues, and drops.

VI. COMMITTEE REPORTS

Pool Committee

Ross, chairman of the pool committee provided the status report. Regarding the pool pass procedure, in the past they used to print out the application forms and rules for the homeowners to complete. For efficiency purposes, this year he is proposing not to print out the application form and rules and instead put it on the Meadows website so the homeowners can email their form once completed. The committee

will only print a notice/flyer to put into each homeowner's door letting them know where to find the digital application form and rules. For those who have no internet access the committee will be able to provide them with a hardcopy of the application and rules. This will save the Meadows on printing fee and speed up the process. The only request he has is to be provided with connectivity with the court chairs.

In another hand, Ross will be paying close attention to the functionality of the pool filter system as last year they failed to work properly. The flow rate was not at the standards, therefore, a vacuum had to be used to help on the cleaning of the pool to avoid the filter from putting enough pressure itself.

Erica Brown brought up the swimming pool lessons topic to unravel the reason why they are not able to allow this activity from happening at their pool facilities. Sabiha Noorzai interjected to clarify the reason of this matter as it might be linked to the Fair Housing Act provisions and recommended to have legal revise it before any decision is made.

Buildings & Grounds Committee

Judy provided with a copy of an additional Environmental Enhancements proposal to the Board to prune the photinia. She also made clear that the photinia planted along the Fairlington Meadows portion of Quaker Ln are in bad condition. She has contacted the County to see if they will replace the photinia this year. John Sitton explained the purpose and functionality of the Capital Reserve. He proposes the Buildings and Grounds Committee provides the Board with a budget that includes the amounts of those items or areas expected to be maintained and/or replaced during the year.

By unanimous consent the Environmental Enhancements proposal for the amount of \$4,144 to prune the photinia hedge was **TABLED**.

Fence Committee

Joseph Spytek provided the status report. The committee met last month and they will be meeting the upcoming Saturday, March 23rd, 2019 at 12 Noon. They will be looking at any additional information that the people gathered about the wood, style, and height of the fence based on these features a survey monkey will be open to all homeowners for them to vote on their preference. In two weeks, the committee should come up with a final draft survey monkey test and after revising it-it is expected to be out to the entire community by late April early May.

Trash and Recycling (Ad Hoc)

John Sitton provided the status report. At the moment there is not much to report, he suggests the committee should have a meeting to follow-up on the recycling matter and to identify places where they want to add the new recycling bins previously approved.

VII. MANAGERS REPORTS

January 2019 Variance Report

The Board noted the January 2019 Variance Report as informational.

Monthly Management Report

Nick Slabinski provided the Monthly Management Report to the Board.

Monthly Administrative Calendar

The Board noted the Monthly Administrative Calendar as informational.

VIII. OLD BUSINESS

PCE project update

The Board is unaware of the final agreement and are moving forward to upload the information on the Meadows website.

IX. NEW BUSINESS

Pre-Sale Inspection

Joseph Spytek mentioned that is the Buildings & Grounds Committee responsibility oversee the homeowner's trees and backyard to identify current violations before the unit goes through the resale process.

X. MATTERS FOR BOARD DECISION

Environmental Enhancement Proposals

A **MOTION** was made by John Sitton to approve four (4) Environmental Enhancements proposals each for the total amounts of \$1,870, \$1,692, \$8,602, and \$2,650; **SECONDED** by Nick Slabinski. Motion **PASSED** unanimously.

AAA Tree Service Proposal

A **MOTION** was made by Joseph Spytek to approve the AAA Tree Service King of Trees proposal for the total amount of \$100; **SECONDED** by Nick Slabinski. Motion **PASSED** by unanimously.

Pool Rules

A **MOTION** was made by Erica Brown to approve the Fairlington Meadows Condominium Council of Co-Owners Swimming Pool Rules with contingent changes; **SECONDED** by Nick Slabinski. Motion **PASSED** unanimously.

Outside Outlet Regulations

A **MOTION** was made by John Sitton to approve the Amendment to Rules of Conduct, of By-Laws (Concerning Exterior Electrical Outlets); **SECONDED** by Nick Slabinski. Motion **PASSED** unanimously.

XI. MATTERS FOR BOARD DISCUSSION/INFORMATION

Issue Log Review and Update

The Board noted the issue Log Review and Update as informational.

XII. ESTABLISHMENT OF NEXT BOARD MEETING – April 17th, 2019

By unanimous consent the Board agreed to move the next board meeting date from April 17th to May 15th, 2019.

XIII. ADJOURNMENT

A **MOTION** was made by Joseph Spytek to adjourn the meeting at 8:54PM; **SECONDED** by John Sitton. Motion **PASSED** unanimously.

Respectfully Submitted by: Angel Robles, Recording Secretary