

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
HIGHLIGHTS OF THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 S. Stafford Street, Arlington, VA 22206
AUGUST 17, 2016

IN ATTENDANCE	John Thurber	- President
	Bill Russell	- Treasurer
	John Sitton	- Secretary
	Diane Thurber	- Recording Secretary
	Dwayne Frazier	- Portfolio Manager, CMC
	Tracey McGovern	- Chair, Pool Committee
	Erica Brown	- Member, Pool Committee

CALL TO ORDER AND QUORUM Call to order at 6:47 p.m. Quorum established.

EXECUTIVE SESSION By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss the status of a negotiation with a resident; a legal matter; and an unapproved installation in a patio. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 7:10 p.m.

APPROVAL OF MINUTES By MOTION duly MADE, SECONDED and CARRIED by a vote of 2-0-1 (Sitton), the minutes of the June 15, 2016, meeting were approved as presented.

APPROVALS SUBSEQUENT TO MEETING By UNANIMOUS CONSENT the Board voted to re-affirm and enter into the record items approved via email between the time of the Board meeting on June 15, 2016, and this meeting, as follows:

1. Proposal to replace the air conditioner at the maintenance shop.
2. Two requests for interior painting.
3. One-year contract renewal with DMA for cleaning the B-buildings
4. Request for bedroom and bathroom renovations.
5. Proposal for tree removal and pruning in Courts 6, 8, 10, 14.
6. Proposals for slate, downspout, and gutter repairs at three locations on 35th Street, and one on Utah Street, and one to close gap behind downspout elbow, which was allowing birds to enter.
7. Request for kitchen and bathroom renovations.
8. Proposal from Community Pool Service (CPS) to replace wading pool discharge pipe.
9. Request for demolition and complete interior renovation.
10. Request for replacement windows.
11. Proposal for carpet cleaning in the 27 B-buildings.
12. Authorization submitted by Dominion Virginia Power for the performance of all work related to a planned outage on S. Stafford Street to repair underground electrical.

POOL The season is coming to an end, and the pool closes on Labor Day, September 5. The Committee has begun making plans for next year, including revisions to the rules and surveying residents regarding usage and other ideas. They report that usage appeared to be down this year, and they would like to see more residents both using the pool and attending social events. Committee representative(s) will attend a future

Board meeting to present proposals. The Committee inquired about replacing the flooring in the restrooms. The Board will ask the maintenance crew to research what else is available, and they also may be able to install it. They can clean and paint the concrete deck floor underneath the tile at the same time. It is hoped that the new Koala Kare changing stations are being used. We need to purchase new trashcan lids; squirrels have chewed a large hole in one of them. Pool closing and winterization procedures will begin soon.

ANNUAL MEETING This year's meeting is scheduled for Tuesday, October 18, in Room 118 of the South Fairlington Community Center. Mr. Thurber is preparing the 2017 Budget for Board review. The Budget is based on a suggested 2.8% increase, which is the same as last year.

FiOS Both the signed PAL (Premise License Agreement) and the Final Design Checklist have been endorsed and returned to Verizon. The PAL allowed access to the property for purposes of conducting a survey, and the checklist is the agreement between the Meadows and Verizon to work on the property to install the distribution network (i.e., to begin "pulling" wires to the buildings). We have received the Site Survey Map, which is the engineering plan for the locations of the distribution network and junction boxes, and the final design as to egress. The document contains addresses, actual photos of the property and components of the system, as well as computer-generated schematics. Some "deployment" has begun in at least one of the other Associations, and along Quaker Lane and Stafford Street.

B-BUILDINGS All carpets were cleaned in July.

PARKING LOTS The crack sealing, relining and renumbering project is complete, and everything went well.

BRICK POINTING Need to determine whether or not the brick portion of the concrete repairs/brick work contract has been completed.

PAINTING The Board is considering proposals, including separate contracts for "white" and "doors." The Board would like to begin this work in October, when it is cooler and many of the plantings in patios are on the decline.

ROOFS The next roof to be replaced should be selected soon. The Board is looking at an October timeframe for this project, as well.

SUMP PUMPS A second unapproved sump pump was discovered during a resale inspection. An article will be posted on the Meadows Facebook page and in the Meadows Messenger reminding residents that they must obtain a permit from the County to install a sump pump, and that the work also must be approved by the Board.

B&G/LANDSCAPING CONTRACT There is a walk-around scheduled with prospective bidders for a new landscaping contract. Once proposals are received, the Committee will present their recommendation to the Board.

SNOW REMOVAL Snow removal contracts are based on time and materials, whether per hour for manpower and/or machinery, or per treatment, in the case of chemicals. We will want to have contingency plans in place, and we also need to establish a policy with regard to the use of bobcats, and at what amount of snowfall we authorize their use. Any contract also needs to address the *contractor's* contingencies, and provide assurances that equipment is in good working order. We will present to any contractor our list of concerns, questions and demands. We may or may not want to try to separate the snow and grounds

contracts. A contingency plan will be formulated, and the Board also will authorize the maintenance crew to begin looking for a new, more powerful snow blower.

SEWERS All-Plumbing will be conducting a video inspection of the main sewer laterals as a preventive measure to determine if there are any clogs, tree roots, or collapsed sections that need to be addressed, and will provide the Board with documentation. Not every line will have to be checked; we will provide them make a list of those that do.

RESALE INSPECTION CHECKLIST The checklist will be amended to include whether a sump pump has been installed to service the unit (either within or outside the unit) and that the sump pump and any related or other non-related electrical devices or wiring meet County Code.

EXECUTIVE SESSION By UNANIMOUS CONSENT the meeting was moved back into Executive Session at 8:03 p.m. to complete the discussion of the unapproved installation in a patio. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and back into regular session at 8:10 p.m.

NEXT MEETING The date of the next regular monthly Board meeting is Wednesday, September 21, 2016, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular meeting, beginning with Residents' Forum.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary