

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS (CONDENSED)
SOUTH FAIRLINGTON COMMUNITY CENTER
MARCH 30, 2004

IN ATTENDANCE	John Thurber	- President
	David Andrews	- 1 st Vice President
	Judy Pisciotta	- 2 nd Vice President
	Bryan Hochstein	- Secretary
	Paul Kealey	- Treasurer
	Diane Thurber	- Recording Secretary
	Jack Clark	- Maintenance Manager
	Olivia Dixon-Powers	- Community Manager, CMC
	Chuck Edwards and Lisa Farbstein	- Co-Chairs, B&G Committee
	David Manning	- Chairman, Architectural Review Committee
	Kym Hill	- Member, ARC
	Steven Reich	- 4100 S. 33 rd Street
	Mary Meek	- 4321 S. 35 th Street
	Samini Chen	- 3405A S. Stafford Street
	Rusty and Judi Garth	- 3445 S. Utah Street
	Kelly Houlgate	- 4249 S. 35 th Street
	Dan Green	- 4247 S. 35 th Street
Dave Carro	- 3404 S. Stafford St., B-2	

**CALL TO ORDER
AND QUORUM** 7:00 p.m. Quorum.

**APPROVAL OF
MINUTES** By UNANIMOUS CONSENT, the minutes of the meetings held on February 17, 2004, and March 4, 2004, were APPROVED, as amended.

**BYLAW
VIOLATIONS** Notices of due process hearings to be held at the Board meeting on March 30, 2004, for satellite dish violations were mailed to those in violation. One Notice of Defense was returned, signed, acknowledging the violation. The hearings were scheduled for 7:00 p.m., and neither the homeowners nor the renters appeared. By MOTION duly MADE, SECONDED and CARRIED, the Board found the parties in violation and will proceed with the enforcement phase. CMC will follow up with correspondence to the homeowners and renters, notifying them of the Board's action.

RESIDENTS' FORUM

4321 S. 35th Street 1. Is there is a date set for the sewer lateral work at this address? The Board expects to have a signed contract within the next few days, and work will proceed as soon as the contractor is ready, hopefully within the next week.

2. Is it possible to install speed bumps in Court 9? Ms. Meek reported that drivers enter from Utah Street and use the court as a turn-around, speeding through in excess of 25 mph. She is concerned about the children and the animals who live in the court. The Board will take it under consideration.

3. The gutter at this address fills up with leaves constantly. Mr. Clark reported that he installed an unobtrusive vinyl gutter-guard across the top of it, as has been done in the past with other gutters, and it has solved the problem. The maintenance crew was directed to continue installing gutter guards where needed.

DECK REQUEST Resident responded to Board's questions re: deck request. By MOTION duly MADE, SECONDED and CARRIED, the Board approved the deck request as presented in resident's earlier written proposal to the Board and in statements made this evening, with the provision that nothing will be bolted to the building and that the deck is removable in the event that it becomes a privacy issue for the neighbors.

RENOVATION REQUEST Residents responded to Board's questions re: interior renovations. By MOTION duly MADE, SECONDED and CARRIED, the Board approved residents' proposal for interior renovations to their unit, with the provision that when the walls are moved the contractor will install a secondary temporary wall as part of common construction practice, and that there will be no additional holes created in the exterior wall as part of this renovation.

REPLACEMENT WINDOWS Resident responded to Board's questions re: replacement windows. . By MOTION duly MADE, SECONDED and CARRIED, the Board approved resident's request for replacement window installation as presented in his proposal, with the understanding that the work will be completed in accordance with the Replacement Window Guidelines.

B&G COMMITTEE

- The Committee has prepared a document outlining its operations, including Protocol and Purview/Responsibilities, and has developed a "Landscape Request Form" and a "Flower Bed Request Form," all of which they hope will be helpful for residents, especially those who are new to the community. The Committee would like the Board to review these documents and sanction their use. Mr. Hochstein will post this information on the Association's web site.
- The Committee would like to continue working with Jerry Dieruf, who has been our Arborist for the last five years. His professional advice assists the Committee in making decisions, eliminating mistakes and saving both time and money. He also performs IPM inspections, and advises us how to control pests through natural means. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to renew the contract with Arborist Jerry Dieruf for the period April 1, 2004, to April 1, 2005.
- Mulching will be done this week, and regular mowing begins in April.
- The community yard sale is scheduled for April 24.
- The ground at the traffic circle is frozen solid in the mornings. Is there a leak in the sprinkler system? The hardware belongs to the County, but we pay for the water. Mr. Clark will contact the County to report the problem.
- Mr. Thurber reported that the grounds restoration work in Court 8 is "fantastic," and said he appreciates the efforts of Valley Crest and those of the Committee.

ARCHITECTURAL REVIEW COMMITTEE Submitted to the Board for its review were the Committee's mission statement, a list of initial guidelines for consideration (lighting, exterior doors and door hardware), suggested guidelines in each category, suggested guidelines for future consideration, as well as pictures of acceptable hardware. In each case, the Committee developed a "baseline," rather than leave it to their personal taste, based on the original architectural style of Fairlington, which is Colonial Revival. In addition to the packet, they provided picture boards showing examples of appropriate lighting, as well as inappropriate -- and perhaps even dangerous -- styles. The pictures also included every existing door style. Some items are not in the Colonial style but do not conflict with it. Many storm doors have been replaced without permission; many are not white, but some of the white ones are inappropriate. Some of the variations are acceptable, but within standards. The Committee requested feedback from the Board following review of these documents, including the next list of items the Board wishes the Committee to research.

WATER/SEWER ISSUES The Board has done additional research into the question of responsibility for items that are damaged through flooding. They reviewed further the basic documents, including the Master Deed, Bylaws,

and Resident's Manual, and have consulted with CMC and legal counsel. As a result, the Board is reconsidering two claims. By MOTION duly MADE, SECONDED and CARRIED 4-1, the Board voted to revisit the two motions detailed on Page 2 of the February 17, 2004, minutes, for payments to owners for repair and/or replacement of damaged flooring as a result of sewer line backups. Further discussion re: new master insurance policy and increased deductible. By MOTION duly MADE, SECONDED and CARRIED 4-1, the Board voted to RESCIND the two motions approved at the February 17, 2004, meeting, as stated above.

FINANCIAL There are three T-bills reaching maturity in May. CMC will be providing investment advice. There will be a brief overview of the Reserve Study at the next meeting so the Board can see what is projected over the next several years.

**EXTERIOR
CLEAN-OUTS** The two revised contracts with JED Mechanical Services, one for the forty-four clean-outs and one for relining a sewer on 35th Street, were presented to the Board President for signature. Weather permitting, work will begin either next week or the week after. Installation will begin in Court 7.

POOLS All water lines need to be checked for leaks. Ms. Dixon-Powers will set up a meeting with Chad (from Century), Pool Manager Dave Lassiter, and herself to look into this. She advised that the pool cannot open in its current condition, with loose coping stones and faulty grouting. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the proposal of Century Pools for the tile, coping and caulking work in and around the wading pool, contingent on inspection of the water supply and drain lines to ensure there are no leaks. If a leak is found, it will be corrected prior to proceeding. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to accept the proposal of Century Pools, Inc. for the caulking of the main pool and deck, work to proceed as soon as possible so that it will be completed no later than mid-May

**POLICY
RESOLUTION** The document was finalized, incorporating changes recommended by Board members. By MOTION duly MADE, SECONDED and CARRIED, the Board voted to approve Policy Resolution No. 03-30-04 re: plumbing and sewer back-ups. This information will be mailed to co-owners. It is not new information, but just a clearer way of presenting something that has been in place for a long time.

**ASSOCIATION
TRUCK** The fuel tank and fuel line problems have been repaired. Mr. Clark believes that for what we use the truck for, we can get more use out of it.

RESALE PACKETS It was suggested that "incorrect cable installation" be added to the checklist for resale packets. Mr. Clark was reminded that all violations of any nature should be listed.

NEXT MEETING Tuesday, April 28, 2004, at the FCC. Executive Session starts at 7:00 p.m., followed by the regular meeting, beginning with Residents' Forum.

ADJOURNMENT 9:40 p.m.

Respectfully submitted,

Diane Thurber, Recording Secretary