

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
HIGHLIGHTS OF MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
SOUTH FAIRLINGTON COMMUNITY CENTER
3308 S. Stafford Street, Arlington, VA 22206
SEPTEMBER 17, 2008

- IN ATTENDANCE**
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| John Thurber | - President |
| David Andrews | - 1 st Vice President |
| Lisa Farbstein | - 2 nd Vice President / B&G Liaison |
| Debbie Diener | - Treasurer |
| Diane Thurber | - Recording Secretary |
| Jason Eglin | - CMCA, AMS, Community Manager, CMC |
| Chuck Edwards and
Drew Thompson | - Co-Chairs, B&G Committee |
| Paul Cinquegrane | - 3445 S. Utah Street |
- CALL TO ORDER AND QUORUM**
- Call to order at 6:45 p.m. Quorum established.
- EXECUTIVE SESSION**
- By UNANIMOUS CONSENT the meeting was moved into Executive Session to discuss delinquent accounts and a legal matter. Following discussion, by UNANIMOUS CONSENT the meeting was moved out of Executive Session and into regular session at 6:55 p.m.
- APPROVAL OF MINUTES**
- By MOTION duly MADE, SECONDED and CARRIED by a vote of 2-0-2 (Farbstein and Diener), the minutes of the July 16, 2008, meeting were approved as presented.
- APPROVALS SUBSEQUENT TO MEETING**
- By MOTION duly MADE, SECONDED and CARRIED, the Board voted to re-affirm and enter into the record items approved via e-mail between the time of the last regular Board meeting on July 16, 2008, and this meeting. Those items are:
1. Proposal from Hook's Services to remove large dead limb located in oak tree at 3391 S. Stafford Street.
 2. Proposal from Middeldorf Painting Services, Inc. for Courts 1, 2, 11, 12 and 13.
 3. Request for window replacement on S. 35th Street.
 4. Contract proposal from Community Pool Service, Inc. for winterization work at the pool.
 5. Contract proposal from Community Pool Service, Inc. to install a Dual Main Drain in the large pool and to replace the Main Drain Frame and Grate in the wading pool.
 6. Two requests for kitchen renovations, one on S. 35th Street and one on S. Utah Street.
 7. Request to replace dormer windows in attic on S. Stafford Street. Windows leaking and causing structural damage to the unit.
 8. Final agreement to reimburse two homeowners who are paying for electricity for the common areas of their B-Buildings due to incorrect wiring.
- COMCAST**
- The final Agreement is now in place and has been posted on the web site. The maintenance crew will begin trimming back and painting the tubes (many now a faded orange) to match the fences.
- ROOFS**
- The roof replacement in Court 5 is to be going well. All the slate has been removed and new slate should be installed soon. Contractor made

a good call not removing the original slate until the major storms had passed. Engineer has filed two reports, copies of which will be sent to the Board.

- Roof repairs at 3422 S. Stafford are complete; the slates match well and the roof looks good. Continue "spot-checking" to be sure roofs are in good order.

2009 BUDGET Work continuing on the 2009 Budget. Main concern is projecting the water bill, especially since there were three rate increases in one year.

B&G COMMITTEE - The Committee received a proposal from Hook's Services for pruning two hollies below the gutter line and an evergreen away from the building. By UNANIMOUS CONSENT the Board approved pruning contract referred to above for work to be done at 3353 S. Stafford Street

- Two hollies in Court 14 will be removed at request of residents. They have grown much too large and it is better to remove them than to continue to prune them.

- There are large branches drooping in a tree located between 3371 and 3373 S. Stafford Street. The Committee will inspect and prune or remove as necessary. Co-Chairs noted that approximately 40% of this year's B&G budget was spent on tree maintenance.

- Management and Co-Chairs met with three grounds contractors to walk the property and expect to receive proposals for a new contract within two weeks.

- The maintenance crew cleared the gutters prior to Tropical Storm Hanna and Hurricane Ike, and Management did not receive any calls regarding roof leaks as a result of the storms. Larger gutters are being installed on the new roofs to eliminate "capacity issues" in the future. There was one report of a basement flood; however, that occurred through the electrical box and not the sewer system.

- The "sewer pits" finally settled during the August storms, and B&G can now request a proposal for regrading and restoring those areas.

- The sprinklers in the circle come on every day and a lot of water is wasted in run-off. The water source should be shut off for the season now. Need to work with the County to get the system regulated. It is only needed twenty minutes twice a week, not daily.

- Many of the fence capboards are in disrepair. The Committee will be performing a walk-around to check for problems in patios, and will make a note of capboards needing repair. Since residents don't call them in, the Committee will be proactive on this issue. The maintenance crew can breathe new life into the fences without a substantial investment by performing simple maintenance, such as replacing the capboards and repairing and realigning the gates.

- More pruning is taking place, and the dead tree in Court 13 will be removed. Also, the American elm in Court 14 will be re-evaluated. A portion of the Committee's budget will be held in reserve for winter storm emergencies.

- Updates on items, in response to letters sent by CMC:

1. Window air conditioning in unit on S. Stafford Street removed.

2. Trees in two patios on S. Stafford Street have been pruned.

3. Storm door in unit on S. Stafford Street repaired but work is unsatisfactory so another letter should be sent.

4. The dog barking problem and the issue of number of dogs in two units appear to be under control for the time being.

5. Resident on S. Stafford Street has not complied with request to clean patio. As a courtesy, another letter will be sent before due process is instituted.

INSURANCE USI has provided the Board with a renewal proposal for the Association's property and casualty insurance. A side-by-side comparison was made with the proposals from the last two years; many items are exactly the same and those that are different are the result of industry-wide changes. The increase in the price of the policy from last year is only 0.66%, plus the building replacement value was increased by \$5million. By

UNANIMOUS CONSENT the Board voted to approve the proposal for property and casualty insurance as presented by USI Insurance Services, LLC, dated August 15, 2008, with coverage effective October 21, 2008, for a period of one year.

WASTE MANAGEMENT The Board was notified that there will be a monthly increase in the contract price due to a per-ton increase at the incinerator, as assessed by the County. The contract allows this price adjustment in the event the County raises disposal fees; proof of the increase was provided.

PAINTING Included as part of the painting contract are "Oversight Policies and Procedures" prepared by the Board. If the painting crew gets too "stretched out," it is difficult to observe and supervise. Resident concerns forwarded to the painting contractor. Set standards from the beginning so the painting goes smoothly.

POOL The pool is being drained and a dual drain system, which is a new County safety requirement, is being installed. Once that is complete, contractor will refill the pool, winterize with chemicals and put the covers on. Chairs with broken straps need to be repaired. Committee continues to look into new umbrellas.

TELEVISION DISPOSAL Management will inquire how trash hauler wants to handle the possible disposal of televisions at the curb at the inception of all-HD in February. County charges \$20.00 for television disposal at recycling facility.

E-MAIL ALERT SYSTEM Board will be working with Webmaster to institute a new e-mail alert system that is at no cost to the Association.

TOT LOT AND BASKETBALL COURT USAGE Formal rules for Tot Lot and Basketball Court usage have been drafted for Board review and approval.

NEXT MEETING The next regular meeting of the Board will be held on Wednesday, October 15, 2008, at the Fairlington Community Center, 3308 S. Stafford Street, Arlington, Virginia 22206. Executive Session starts at 6:45 p.m., followed by the regular session, beginning with Residents' Forum.

ADJOURNMENT By UNANIMOUS CONSENT the meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Diane Thurber
Recording Secretary