

Final

FAIRLINGTON MEADOWS COUNCIL OF CO-OWNERS
VIRTUAL BOARD OF DIRECTORS MEETING
Wednesday, September 22, 2021
7:00pm

BOARD MEMBERS PRESENT

Joseph Spytek, President
Frona Adelson, Vice President
Nick Slabinski, Treasurer
Erica Brown, Co-Secretary
Caroline Trupp Gil, Co-Secretary

BOARD MEMBERS ABSENT

MANAGEMENT PRESENT

Wee Abraham, Portfolio Manager, CMC

OTHERS IN ATTENDANCE

Dolly Sharma, Recording Secretary, Minutes Services, LLC
Fairlington Meadows Residents: 11
Ross H.
Donald S.
Dave L.
Cynthia P.
Ed H.
Kira ?
Mary M.
Tiffany K.
Laura Y.
Ann S.
Sandy D.

I. CALL TO ORDER & ESTABLISH QUORUM

MOTION: Mr. Spytek MOVED to call the meeting to order at 7:03pm. The MOTION was SECONDED by Ms. Brown and PASSED by unanimous consent.

II. APPROVAL OF AGENDA

MOTION: Mr. Spytek MOVED to approve the September 15, 2020 agenda as presented. The MOTION was SECONDED by Ms. Adelson and PASSED by unanimous consent.

III. APPROVAL OF MINUTES

MOTION: Ms. Adelson MOVED to approve the August Board meeting minutes as presented. The MOTION was SECONDED by Ms. Brown and PASSED (3-1-0). (Mr. Slabinski abstained, as he did not attend the August 2021 meeting.)

Mr. Spytek noted that the Association is going to hold off on the approval of the September 2021 Special Hearing Meeting Minutes from September 7, 2021 as there were recommended changes being made.

IV. RESIDENTS OPEN FORUM

New owners wanted to know if their request to install a Ring Doorbell and to put down vinyl flooring had been approved. There was some discrepancy on whether the approval noted on the agenda was for their address. Mr. Spytek noted they should have received an email notifying them of the approval. Ms. Brown inquired if the address on the agenda was actually an error, followed by Mr. Slabinski and Ms. Adelson, as they were not familiar with the request made by this owner. Mr. Spytek asked them to resubmit their request for review.

Mr. Spytek welcomed residents present to the meeting.

A resident noted that they were interested in the discussion on the recent flood.

An owner asked whether the Building & Grounds Committee had made a decision on what to do with the drainage issue she is having with her building. This will be discussed later in the meeting during committee reports.

V. COMMITTEE REPORTS

Pool Committee

Ross H., Pool committee chair, reported that the pool is now closed for the season. He also reported that next year, he would like to focus on our pool company, noting that they need to provide permanent staffing to the community who are not of high school age and that if the current company could not make this happen, the Association should consider going with another pool company.

Ross H. also noted that the pool furniture needs to be replaced. Mr. Spytek stated that the November or December 2021 Board meeting agenda will include this topic for discussion.

The Pool Committee is also looking for additional members, especially individuals interested in organizing social activities at the pool on behalf of the community.

Building & Grounds Committee

Ms. Adelson updated that starting the week of October 4, Courts 2 and 5 will be rejuvenated. Old plantings will be removed and new planted per the well publicized landscaping proposals for the five priority courts. The committee is anxiously awaiting the formal plan for the remaining three priority courts. This member also stated that residents would need to do their part by watering these new plantings.

Drainage issues continue to be addressed in the community. This is a long term goal.

Dave L. stated that both he and his partner Ben would coordinate the watering effort in Court 2, stating that they would need hoses and sprinklers. They were instructed to purchase

needed hoses and submit receipts for reimbursement. Court 5 watering efforts will be coordinated by Ms. Adelson.

An owner inquired on the timing for the landscaping rejuvenation in the vicinity of the new Tot Lot. It was shared there is currently no specific date but all new planting is to occur in October.

VI. MANAGERS' REPORTS

➤ Monthly Management Report

Ms. Abraham reviewed the Managers' Report & August 2021 Financials from the Board packet. No leaks or leak related insurance claims have been reported or filed since the last meeting.

Nine (9) front porch Tuckpointing repairs will be done soon. This will be noisy and create debris which will be removed by the contractor.

CMC's Management contract will expire in 90 days as does the Association's Master Insurance policy.

The annual meeting is scheduled for October 5, 2021. We have not yet met quorum requirements.

➤ Monthly Administrative Calendar

VII. OLD BUSINESS

A. Homeowner Modification Request Since Last Board Meeting

Owner request: Basement waterproofing at 3323 S. Stafford St. approved.

Owner request: Egress window and sump pump installation at 3451 S. Stafford St. approved.

Owner request: Vinyl flooring installation 3479 A1 S. Stafford St. approved.

MOTION: Mr. Spytek MOVED to approve the Homeowner's request to install a Ring Doorbell and vinyl flooring at 3415 S. Stafford St. The MOTION was SECONDED by Ms. Adelson and PASSED by unanimous consent.

B. Meadows Contracts signed since last Board meeting

Proposal: Easy Signs proposal for 20 new court signs at a cost of \$8,580.

Proposal: Katchmark proposal for roof repairs at 3448 S. Stafford St. at a cost of \$875.

Proposal: WRR Masonry proposal for Tuckpointing 9 front porches at a cost of \$28,800.

Proposal: Kolas proposal for new gutters at 3424 S. Stafford St. at a cost of \$875.

Proposal: Katchmark proposal for multiple roof patching at a cost of \$1,400.

Proposal: WRR Masonry proposal for Tuckpointing at 4315 S. 35th Street at a cost of \$2,750.

Proposal: PSE proposal for emergency circuit breaker replacements for Courts 3 and 4 at a cost of \$1,710.

Proposal: All Plumbing proposal for waterproofing at 3422 S. Stafford St. in the basement common area at a cost of \$17,650.

Proposal: Kolas proposal for replacement of a window frame at 4251 35th St. at a cost of \$675.

C. Unit Utility Survey Results & Updates

The response percentage is currently at 41% of unit owners. Response needs to reach at least 75% in order to provide potential insurance carriers with the information the companies want before they provide a bid for the Meadows. Unit owners are urged to fill out the survey online at (CTG needs to look up link).

The survey asks for the age and most recent maintenance data for items within the units that are the most frequent cause of leaks and water damage that result in insurance claims. As our buildings age, fewer companies will be willing to bid for our insurance coverage and bids received will be increasingly more expensive.

The Meadows may soon reach the point where insurance companies will not want to insure us or will only do so at great cost. Insurance costs eat up a large portion of the Meadows HOA budget, and increased more than 40% last year. Neighboring Fairlington HOAs have seen their insurance costs increase by 100%. (Is there a better way to word this entire section?? I did my best to explain the issue but I'm open to suggestions!)

VIII. NEW BUSINESS

➤ New Maintenance Supervisor Phone Allowance

The Board has decided to provide the Maintenance Supervisor a phone allowance as they use their phones for the job they do for the Association.

MOTION: Ms. Adelson MOVED to switch the maintenance supervisor phone from Craig to Ricky, as Craig is retiring and Ricky will be the supervisor. Ms. Brown seconded the MOTION. The MOTION PASSED by unanimous consent.

➤ CMC Management Contract Renewal

MOTION: Ms. Adelson MOVED to approve the CMC Management Contract renewal for a 5-year period with CMC Management with a contract pricing reduction. The MOTION was SECONDED by Mr. Slabinski and PASSED by unanimous consent.

IX. MATTERS FOR BOARD DISCUSSION/ INFORMATION

➤ Quorum Count

Mr. Spytek stated that the quorum count for the Annual Meeting is at 37.75% which is about 127 votes and the Association needs 45 more votes to reach quorum. VOTE HOA & CMC will continue to send out reminders to owners in addition to using the sandwich boards. This meeting needs a 50% quorum at this meeting for the Board to vote on the Budget and elect new Board members.

➤ Court 11 Assigned Parking Survey Results

Mr. Spytek reviewed the Court 11 Parking Survey results. There are 23 units in court 11 and a majority did not vote in favor of assigned parking. 11 voted AGAINST assigned parking, while 8 voted FOR assigned parking. Parking in this court will remain unchanged at this time.

➤ Court 4 Table and Chairs Requests

Mr. Spytek stated that a resident had requested that a picnic table be installed in Court 4. After a survey of the court, it was decided not to move forward with this installation as there was not overwhelming support. The common area bench will be replaced and a wheelchair accessible table will be placed in the open area behind court 4 next to court 3. There was discussion regarding placing a trash can near this table and it was decided not to install the trash can and instead ask people to pack out whatever trash is produced..

➤ Flood Discussion

Mr. Spytek stated that in August there was an uncommon flood event due to heavy rains. Due to this flood, there was water intrusion in certain areas. These areas are being addressed.

An owner inquired about solutions to strengthen the Meadow's defense against future heavy rains and resulting flooding. Mr. Spytek stated that the Meadows is currently doing all the things that they CAN do; the Meadows has increased gutter sizes when replaced, put on new roofs, provided new gutters for units with demonstrated need, installed areas next to buildings where water slopes away from the buildings, and improved sidewalks to help drainage. Last year the Meadows had 1,000 square feet of sidewalk installed to help improve drainage and completed multiple tuck pointing projects. An owner on S. Stafford Street has been speaking to Arlington County about doing improvements to the storm/sewer system in the Meadows.

X. ESTABLISHMENT OF ANNUAL MEETING – October 5, 2020

XIII .EXECUTIVE SESSION

MOTION: Ms. Brown MOVED to convene into Executive Session at 8:25pm. The MOTION was SECONDED by Ms. Gil and PASSED by unanimous consent.

MOTION: Ms. Brown MOVED to reconvene into Open Session at 8:32pm. The MOTION was SECONDED by Ms. Gil and PASSED by unanimous consent.

XV. ADJOURNMENT

Final

MOTION: Ms. Gil MOVED to adjourn the meeting at 8:34pm. The MOTION was SECONDED by Ms. Adelson and PASSED by unanimous consent.

Respectfully Submitted by: Dolly Sharma, Recording Secretary, Minutes Services