

Fairlington Commons Council of Co-Owners

3367 South Wakefield Street

Arlington, Virginia 22206

August 4, 2009

Minutes of the August 4, 2009 Meeting of the Board of Directors

The August meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners was held on Tuesday, August 4, 2009 in Room 103 of the Fairlington Community Center at 3308 S. Stafford Street, Arlington, Virginia. All members of the Board were present, including President John Sinks, Vice-President Christine Sivigny, Secretary Bernie Weaver, Treasurer Arvy Myers, and At Large James Sharpe. Commons Service Coordinator Eric Pamer was also present, as were Co-Owners Sue Grossman and Noah Greenblatt and resident Cathy Sieber. Guests included George King from A-1 Towing and (later) David Dunn from Capitol Services. President Sinks called the meeting to order at 7:20 PM.

Vice President Sivigny provided a report on the status of underpinning at two units, 3336B S. Wakefield and 3318B S. Wakefield. Lifting of 3336B is scheduled for August 5th at 9:30 a.m. The unit at 3318B S. Wakefield has continued to exhibit measurable settling and the latest report from our contractor, Avon Inc., indicates the most prudent remedy is underpinning. A proposal for accomplishing the underpinning of 3318B S. Wakefield will be requested from Avon, the same company that is currently underpinning 3336B S. Wakefield, and has been monitoring 3318 since the beginning of 2008. Mark Avon has stated that it will take two to three weeks to secure the necessary permits from Arlington County before the work can proceed. A motion by At Large Jim Sharpe to bid the 3318B work died for lack of a second.

Mr. King of A-1, our towing contractor, was invited because of repeated Co-Owner complaints regarding violations of our parking policy. Mr. King provided a briefing on the latest changes in the Arlington County Towing Code. He stated that our signs met code requirements for towing except for the absence of the Police non-emergency number, a relatively recent requirement. Mr. King provided several alternatives to updating our signs. He also discussed an alternative to hang tags – that being a small, transferable sticker in the upper corner of the windshield. The Board stated that we would consider this alternative. The Board also noted the need to inform Co-Owners of the impending changes in enforcement; i.e., that this is not a change to our published parking policy, rather, a change to the threshold at which enforcement action will be taken. Mr. King also provided an updated towing agreement for the Board to consider.

As a step in selection of a Trash and Recycling Contractor, Mr. Dunn, President and Owner of Capitol Services, answered questions regarding its proposal and services offered. Mr. Dunn brought a revised proposal addressing issues raised by the Board several days before the meeting. Following the question and answer session, the Board agreed to proceed with reference checks, a job Treasurer Arvy Myers agreed to take on. Secretary Weaver made a motion that contingent upon a satisfactory reference check and

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review of the revised proposal that Capitol Services be hired as the Commons Trash and Recycling Contractor. Vice President Sivigny seconded the motion, which carried unanimously.

Based on a number of dead, dying, or distressed trees identified in the Commons, the Board in July solicited proposals from a number of tree companies. Six companies were requested to submit proposals and all responded. In evaluating the proposals, it became obvious that some companies offered more attractive terms and prices for pruning or removal of smaller trees or medium sized trees, while others offered more attractive terms and prices for removal of larger trees. All of the proposals were competitively priced, leading the Board to select two companies – AAA and G&V - to perform pruning and removal services, with the company to perform the work being determined by the size of the tree involved. The vote for AAA was 4-1, with At-Large Jim Sharpe voting no. The vote for G&V was unanimous.

The Board authorized an expenditure of up to \$200 to pay for a certified arborist to evaluate a large oak tree in the 4600 block of S. 34th Street that had once been struck by lightning, causing a large hole at the base of the trunk.

The Board discussed whether or not to exercise its option to extend our painting contract with Middledorf Property Services into 2010. A motion was made not to exercise the option. After a second, the motion carried on a 4-1 vote with At Large Jim Sharpe dissenting. The action means our contract with Middledorf is terminated.

As a result, the Board decided to re-open negotiations for the 2010 painting cycle with Shamrock Painting, which also submitted competitive pricing during the bid period last winter. A committee of three – President Sinks, Vice President Sivigny at At Large Sharpe – was formed to meet with Shamrock as soon as possible to discuss a contract for next year.

President Sinks reported on two proposals for miscellaneous carpentry identified in the course of painting. He reported that the proposal of Patrick Enterprises identified more work that needed to be done, in particular, a gutter replaced, and that he concurred with the analysis. Although the price of Patrick Enterprises was higher than a competitor, the additional work was clearly worth more than the price difference. On a unanimous vote, the Board approved a \$4,500 proposal from Patrick Enterprises to perform carpentry work on rotted wood identified during this year's painting cycle.

There being no further discussions or business, the meeting was adjourned at 10:15 p.m.