

# Fairlington Commons Council of Co-Owners

3367 S. Wakefield Street  
Arlington, Virginia 22206

January 6, 2009

## Minutes of the January Meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners

The January meeting of the Board of Directors of the Fairlington Commons Council of Co-Owners was held on Tuesday, January 6, 2009 at the Fairlington Community Center at 3308 S. Stafford Street in Arlington Virginia. The meeting was held in multi-purpose room 104 beginning at 7:15 p.m. Directors attending were President John Sinks, Vice President Christine Sivigny, Secretary Bernie Weaver, Treasurer Arvy Myers, and At-Large Jim Sharpe. Co-Owner Nicholas Lowry was also present.

The following items were discussed at the meeting:

A proposed special meeting of the council to consider use of manufactured slate as a roofing material. Vice President Sivigny made a motion to hold a special meeting of the council within the first quarter of calendar year 2009 based on the interest expressed by members of the Council at the Budget Meeting. At-Large Sharpe seconded the motion. Following discussion, the motion passed unanimously. Mr. Lowry will assist with material for the notice of the meeting.

Grounds activities to conserve topsoil and to plant grass or other suitable plants along several areas of South Utah Street were discussed. The areas have been pointed out to Somerset by President Sinks and brought to the attention of the Grounds Committee for follow-up with Somerset.

The Grounds Committee has expressed interest in having about \$2000 set aside for beautification of the Commons. As a Grounds Committee representative was not present at the meeting, the Board decided to ask that the committee provide a proposal regarding the intended use of the funds prior to further consideration of the matter.

Communication has been received from the Fairlington Civic Association regarding a meeting on February 14<sup>th</sup> with representatives of the Arlington County Sewer Department. Treasurer Arvy Myers indicated that he intends to attend this meeting.

Proposed replacement of several Commons owned sewer laterals (common pipe between our buildings and the Arlington County sewer line) was discussed. The sewer lateral serving 3338 S. Wakefield Street and adjoining units was identified as a prime candidate for replacement, particularly since blockage of the lateral previously caused sewerage to back up into two units at that address. Secretary Weaver made a motion that contingent upon cost, priorities, and the possibility of combining that work with possible underpinning and concrete work in that area that this be the first lateral replaced.

Vice President Sivigny seconded the motion, which passed unanimously. President Sinks said a Sewer Committee was needed to outline a game plan for all sewers. Fence replacement was discussed. Fences at 3321, 3359, and 3361 S. Wakefield were identified as prime candidates for replacement in 2009.

Repair of the stone wall along the south edge of the upper Utah Street parking lot will begin later this month. This work is essential to ensure that no further damage to this wall occurs due to winter freezing and thawing and anticipated spring rains.

A water problem had been reported at 3222 S. Utah St. Patrick McCloskey found and remedied the problem: the drain for the downspout at the corner of the building when water had seeped in was buried. The owner had already obtained a waterproofing estimate of about \$5,000 from Mid-Atlantic Waterproofing, a company the Commons has used in the past. A second bid has since been obtained for about \$5,200. At this point, it appears that the more extensive and expensive work is not needed. However, this does provide the Commons with competitive prices should the need for more extensive work arise in the future.

Work necessary for the opening of the Pool for the 2009 season was discussed. Assuming no damage from winter freezing and thawing cycles or other unforeseeable contingencies, work will include replacement of a cracked skimmer, retrofit of anti-vortex drain covers in the main pool to complete our compliance with the Virginia Graeme-Baker Act, and some caulking of the deck. The roof of the pool bath house should be replaced in the spring to avoid risk of county inspectors refusing to allow the pool to open because falling slate fragments might strike someone on the head or result in cuts to bare feet.

Possible underpinning of several of the units along the lower path was discussed. Vice President Sivigny took the action to contact Mark Avon regarding installation of motion and stress monitors on several of the structures that show signs of cracking.

Our last newsletter carried an article requesting volunteers to monitor parking rules compliance and to monitor snow and icing conditions in case of freezing winter weather. To date no volunteers have come forward.

The establishment of Court Representatives or monitors similar to that instituted in neighboring condominium associations was discussed. This does not appear feasible as our units are not arranged in the same courtyard style as neighboring condominium units, but having representatives cover areas appears possible. This could save the Commons money with the reporting of problems such as clogged gutters and disconnected downspouts before they cause damage. The biggest concern is getting volunteers willing to do the job. The Commons still does not have parking monitors for most lots and no volunteers came forward in response to the call for snow monitors.

Competition of our trash and recycling contract was discussed including the potential for six day per week pickup, service of our doggie depots, and a reduction in the number of

pickup locations. This is an opportunity for the Commons to price the cost of various services by asking them to be bid as options. President Sinks announced that a preliminary proposal had been received from the incumbent, AAA.

Competition of our painting contract was discussed. There was agreement that the scope of work should be sent out by the end of February.

Use of the Internet was discussed as a way to share information with our Co-Owners. Secretary Weaver shared preliminary explorations of establishment of a Commons website to share Co-Owner specific information and to permit collaborative documentation development in addition to the general information shared on the Fairlington Civic Association website.

Rules enforcement was discussed. At Large Jim Sharpe briefed the status of several ongoing enforcement actions regarding non-conforming satellite dishes, storage of personal items in the General Common element and parking lot violations. Vice President Sivigny discussed an issue of ongoing non-compliance with our General Common element storage requirements and agreed to draft a letter to the referenced co-owner. At-Large Sharpe suggested that the Board consider developing a standardized enforcement protocol. Following discussion, the Board agreed to the following protocol:

1. An initial letter identifying the issue and timeframe for remedy.
2. A second letter with a final determination of timing for remedy, and discussion of referral to Counsel as the next step.
3. Referral to counsel.

The delivery of at least the initial letter in person is preferred. The Board also recognized that in some circumstances departures from the protocol might be in order.

There being no further discussion, the meeting was adjourned at approximately 9:10 p.m.

Respectfully Submitted,

*Bernard O. Weaver*

Bernard O. Weaver  
Secretary