

**Fairlington Mews Council of Co-Owners  
Minutes, Board of Directors Meeting, July 23, 2009  
Fairlington Community Center**

**I. Call to Order/Attendance/Quorum**

President Tom Corbin called the meeting to order at 7:00 pm. Quorum was established.

In attendance were Manager Jason Eglin, and board members: Chandra Burnside, Tom Corbin, and Ron Patterson.

Other attendees were co-owners Bob Camenzind, 4878 34<sup>th</sup> St.; David Price, 4686 34<sup>th</sup> St.; Eric Sylwaser, 4670 34<sup>th</sup> St.; Leo Voytko, 4686 A S. 36<sup>th</sup> St.; Ann Noonan, 4674 34<sup>th</sup> St.; Kay Yancey, 4684 A 36<sup>th</sup> St.; Judith Guerney, 4654 34<sup>th</sup> St and Landscape Committee Chair Lori Olivas.

**II. Approval of Minutes/Ratification of Online Votes**

The minutes of the May 28, 2009 board meeting were unanimously approved. Online votes from 6/2/09 (Acct# 00323-3434 late fee waiver), 6/19/09 (Don Hook Proposal for various pruning @ \$1700), 6/25/09 Move \$80,000 from Member Equity Fund), 7/3/09 (Approve temporary use of a window fan at 4656 B-2 34<sup>th</sup> Street through August 1st), and 7/17/09 (Katchmark roofing repair for 4610 A @ \$2,323) were all ratified.

**III. Old Business**

- A. Bids for Sewer Laterals Relining- Peed Plumbing inspected the site July 16, 2009, but have not submitted a bid. US Sewer and Drain has been unresponsive. We are looking into “piggy-backing” on US Sewer and Drain work in the Meadows, since they travel to Virginia.
- B. Status Reports
  - a. Drainage issues (rear courts 6, 11, 15)- a proposal lacking significant details and cost breakout information was presented to the board. The board requested Jason collect more information before the board votes on the proposed contract.
  - b. Court 1 window wells- Colonial Paving submitted a bid for the work to repair basement window wells in Court 1 via email. Colonial Paving reported all four window wells would need to be replaced with significant excavation around the foundation. Board requested more details on the scope and costs of the work. Jason will get this information from Colonial Paving before the board moves to vote.
  - c. Yancey Foundation Settlement- The report from Avon Corporation indicates that water damage from an unknown source has caused sagging joists under the unit at 4684 A 36<sup>th</sup> Street. Avon has submitted a proposal for “sistering” the failing joists and leveling the floors. Repairs have to be done to county code, and permits will be required. The board requested further details on the cost and work to be performed as well as additional information for the co-owner regarding when and how she can expect to be impacted by the work.
  - d. Lights at the single tennis court and in Court 6- PSE submitted a bid to tie the lights in Court 6 to the lights in Court 5 to address the Court 6

light outage. The board moved to vote to approve the proposal, and the motion passed.

- e. Installation of damaged shrubs at the entrance sign- the status of shrubs damaged by a car earlier this year was discussed. The association has been reimbursed by the auto insurance company, and will evaluate the work needed to replace the shrubs during the fall planting season.
  - f. Vandalism at Court 9 reimbursement- Jason spoke with the Arlington County Police Department regarding the incident. No charges will be pressed in the case, so the Association will not be able to seek reimbursement for the costs of roughly \$500 for cleaning egg off the building.
- C. Court 8 Parking- the issue of the unassigned parking policy in Court 8—the only court in the Mews with unassigned parking—was raised to the board’s attention in April of 2009. The board authorized a vote on the status of the parking policy among co-owners in Court 8. The Court has 27 parking spaces, with three reserved Court 7. There are 18 units in Court 8, and remaining 24 spaces are divided as 6 guest spaces and then unassigned, reserved spaces.

The vote taken by the board indicated that there was an even 9-9 split of co-owners in the court expressing an interest in having parking assigned and leaving it unassigned. As indicated in the letter mailed to co-owners regarding the vote, a tie would be broken by the board. A resident forum on this matter attracted several of the Court 8 residents to speak.

Several co-owners expressed an interest in a system that would enforce a one-car-per-unit policy, including a possible plaque system. One resident specifically requested assigned parking spaces by unit. A 3<sup>rd</sup> co-owner cited challenges in assigning spaces close to each unit as a barrier to assigning spaces rather than using a plaque system. Two residents from other courts mentioned their initial trepidation when their respective courts moved to assigned parking, but admitted the system was much better than the free-for-all they had previously used. After a dialogue with the members of the board, a motion was made to request the residents of Court 8 to devise a lot plan for assigned parking for each unit, in accordance with the parking policy in the rest of the Mews. The motion passed unanimously.

- D. Court 15 door concern and Court 4 door molding concern- Jason will send certified letters to the residents in Courts 15 and 4 regarding the unauthorized door style in Court 15 and the removal of the historical molding around the door in Court 4.

#### **IV. Board Action Items**

- A. Approval of bylaws draft for submission to counsel- passed unanimously
- B. B-Building Carpet Cleaning Proposal- passed unanimously
- C. DMA Cleaning Contract Renewal- passed unanimously
- D. Reserve Study Update Proposal- matter was tabled. Jason will solicit bids for a full update in November-December for the FY 2011 budget process.
- E. A variance request for a kitchen remodel at 4666 A S. 36<sup>th</sup>- passed unanimously

## V. Reports

- A. President's report- the president reported that the property appraisal requested by the insurance agent has not been completed. Also, we will need painting proposals for the August meeting and the authorities for signatures on various accounts have not been resolved.
- B. Treasurer's report- Total cash and investments = \$1,293,484.  
YTD income = \$757,931  
YTD expenses = \$637,634  
YTD net income surplus/(loss) = \$120,297  
The Finance Committee is seeking a new chair to expand the committee into a Budget and Finance Committee.
- C. Management report- Insurance claim work was completed at 4682, and emergency work took place July 4, 2009 at 4666 34<sup>th</sup> Street when a sewer backup occurred in this unit's basement shower.
- D. Committee Reports- the Landscaping Committee is using the remaining tree pruning funds to conduct pruning work. The committee will send a letter to a resident concerned about a specific planting.