

Colonial Village III Minutes
23 February 2000

Call to order:

With a quorum present the meeting was called to order at 7:00pm. Present at that time were Peyton Palmore, President, Michael Bodden, Vice President, Corbin Weiss, Treasurer and Dennis Gerrity, Secretary. Also present were unit owners Mahmoud Ghannam, Thomas Kareth, Scott Talbott and Charles Vanderlyn. Also present were Maintenance Engineer Stan Kiman and Association Manager George Hedrick.

Resident Forum:

By way of a letter to Mr. Hedrick and in person at this meeting, **Mr. Kareth** informed the board that the tenants residing at 1721 Queens Ln. #101 have resumed disturbing their neighbors with poor smoking etiquette and being noisy in common areas. Mr. Kareth previously complained about this situation by letter to Mr. Hedrick in December of 1999 and in person at the 17 December 1999 board meeting. In response, Mr. Hedrick wrote on 16 December 1999 to the owner of the unit and asked that he have his tenants stop their offensive behavior. Initially they did, but they have since resumed their bothersome behavior. Mr. Hedrick brought to the board's attention a second letter he wrote on 1 February 2000 to the unit owner asking that this objectionable behavior cease. This letter was sent to the unit owner in care of his real estate management firm, and a representative of that firm informed Mr. Hedrick by phone that these problems would cease. If they do not, the board told Mr. Kareth that it would turn this matter over to CVIII's law firm. The board encouraged Mr. Kareth and others bothered by the behavior of these two individuals to keep a log of their disturbances. This will facilitate the use of the legal system to solve this problem. **Mr. Talbott**, a non-resident owner, requested that CVIII's office mail him copies of the minutes of the board's monthly meetings. Mr. Hedrick agreed to do so. Mr. Talbott suggested that an upcoming issue of CVIII's newsletter include a notice that non-resident owners can have copies of the minutes of the board's monthly meetings mailed to them upon request. Mr. Ghannam, the editor of the newsletter, agreed to do so.

Reading and Approval of Minutes:

Minutes of the 17 January 2000 meeting were approved without change.

Reports of Officers:

President: Mr. Palmore informed the board that CVCSA was legally dissolved on 22 February 2000. CVI was given title to the management office located at 1903 N. Key Blvd. CVI, CVII, CVIII and the Commons will share the management office's maintenance and utility costs equally. CVIII was given title to the parkland located east of N. Rhodes St. The presidents of the owners associations acting as the "gang of four" will assume whatever remains of CVCSA's legal responsibilities.

Treasurer: Mr. Weiss informed the board that he felt it necessary to audit CVIII's 1999 expenditures for landscaping and tree maintenance because these accounts were substantially over budget. He conducted this audit on 2 February 2000 and found invoices to substantiate all expenditures. The principal reason for these expenditures in excess of budget was that previous boards put off spending money on landscaping and the removal of dead and dying trees in order to complete roof replacement as quickly as possible.

Committee Reports:

None.

Management Report:

Engineer: Mr. Kiman submitted his monthly report to the board. This report is available at the CVIII office for unit owner review. Mr. Kiman informed the board that clearing CVIII's building entrances and sidewalks of snow and ice was the major use of his time during the past month. Mr. Kiman informed the board that he was able to complete painting the basement hallways in Building Four, but inclement weather prevented him from doing any outside painting. He will continue to work on his various painting projects as time and weather permit.

January Financial Update: Mr. Hedrick reported that as of the end of December CVIII had a year-to-date operating surplus of \$3745.43. Details of the January financial report are available for unit owner review at the CVIII office.

Correspondence: Mr. Hedrick brought to the board's attention a letter he wrote a resident of 1805 Queens Ln. in which he requested that she cease disposing of food from the front window of her unit because it was attracting wildlife, to such an extent that the engineer's shop which is located under this address suffered a mouse infestation. Mr. Hedrick informed the board that this resident telephoned to say that she had received his letter and will comply his request to stop throwing food out her front windows. Mr. Hedrick brought to the board's attention a letter he wrote to residents of 1817 N. Rhodes St. in which he informed them of the board's decision to deny their request for relief from a towing charge.

Snow Removal: Mr. Hedrick informed the board that he authorized T & J to clear snow and ice from CVIII's sidewalks and building entrances on 18-19, 20, 25 and 30-31 January. T & J's efforts complemented those of Mr. Kiman. The board expressed its satisfaction with the work done and commended Mr. Kiman in particular for his efforts.

Parking Lot Snow Plowing: Mr. Hedrick informed the board that he received complaints about the poor job done plowing CVIII's parking lot during January's snow storms. Community Towing Service plowed CVIII's parking lot once, and poorly so, on 20 January. Mr. Hedrick informed the board that he wrote a letter to David Hargrove of Community Towing in which he detailed CVIII's complaints and stated that CVIII would look for a new towing/plowing contractor if Community did not agree to do a better job. Mr. Hargrove wrote back and admitted in his letter that his company did an inadequate job plowing. Mr. Hargrove stated in his letter that his firm agreed to provide backup not primary snowplowing service. Mr. Talbott, president of the board when CVIII signed its contract with Community Towing, confirmed this statement. Given recent changes in association management and board membership, it may have slipped the attention of all concerned that CVIII at the present time does not a contract for primary snowplowing service. Arguing in Community Towing's defense, Mr. Hargrove noted that towing companies rarely provide snowplowing service because their trucks are poorly equipped for the job, and it would have been better judgment on his part to reject CVIII's demand for free snowplowing in order to win its towing contract. Mr. Hargrove stated that Community Towing wished to retain CVIII's business and would honor its agreement with CVIII by providing priority service the next time snowplowing service is required. Mr. Hedrick recommended that CVIII pursue a contract for snowplowing with T & J, and the board authorized him to do so. No decision was made on continuing Community Towing's contract.

Old Business:

Storm Drainage: Mr. Hedrick informed the board that he has found a civil engineering firm to assist the board in obtaining additional bids to correct CVIII's storm problems, in evaluating these competing bids, and by providing oversight of the work during construction. The firm's name is Thomas Downey, Ltd., and its representative is Douglas White. They have done work in other sections of Colonial Village. Mr. Hedrick told the board that he would invite Mr. White to

the board's 20 March 2000 meeting. Mr. Hedrick brought to the board's attention an amended and significantly less expensive bid from Hix and Sons to correct Building One's drainage problems. Hix also informed Mr. Hedrick that the grade running south to north behind Building One precluded piping runoff in this direction and then between Buildings One and Two to storm sewers in CVIII's parking lot. Mr. Hedrick informed the board that he has written a second letter to the Arlington County Code Enforcement Office requesting information and assistance in dealing with storm runoff from the asphalt parking lot behind the LeMar Apartments.

Landscaping Update: Brickman Warranty: Mr. Hedrick informed the board that Brickman has failed to live up to its commitment to honor its warranty of \$2556 of its work. Following Mr. Weiss' lead, the board authorized Mr. Hedrick to inform Brickman that it had one month to complete the warranted work. Failure to do so would mean forfeiture of the \$2556 currently being withheld from final payment on its 1999 contract with CVIII. Further, if Brickman failed to honor its warranty, the board authorized Mr. Hedrick to contract with T & J to do this work. A motion to this effect was made, seconded and approved unanimously. Mr. Weiss reminded other members of the board and Mr. Hedrick that Brickman planted the wrong type plants near the parking lot. Mr. Weiss recommended that Mr. Hedrick have T & J replace these plants with the correct ones and charge the cost of this back to Brickman. The board as a whole approved Mr. Weiss' recommendation. **McFall/Berry Warranty:** Mr. Hedrick informed the board that McFall/Berry has failed to honor its warranty of a juniper located on the east side of the parking lot. The board authorized Mr. Hedrick to contract with T & J to transplant an appropriately sized juniper from the north side of the parking lot to fill in for the dead juniper on the east side and for T & J to obtain and plant the largest juniper it can find to replace the tree taken from the north side of the parking lot. **Tree Elevation and Removal:** Mr. Hedrick informed the board that Bartlett Tree Service has removed designated trees at 1735 N. Rhodes St. and 1801 Queens Ln., but still has to remove their stumps and still has to finish elevating designated trees. **Wilson Blvd. Gate Area:** Mr. Weiss informed the board that the hemlocks lining the edges of the sidewalk just inside the Wilson Blvd. gate are not planted close enough to the brick wall to stop residents and others from using the lawns as shortcuts to various buildings within CVIII. Mr. Weiss recommended that additional hemlocks be planted so that gaps between existing bushes and the brick wall are filled in. The board authorized Mr. Hedrick to follow Mr. Weiss' recommendation. Mr. Weiss informed the board that a nandina planted on the southern edge of the ivy bed closest to Wilson Blvd. has been trampled. Mr. Weiss recommended that this plant be replaced, and the board authorized Mr. Hedrick to do so. **1728 Queens Ln.:** Mr. Gerrity informed the board that the sunken courtyard in front of 1728 Queens Ln. is badly littered with seasonal debris. Mr. Hedrick agreed to notify T & J that this area should be cleaned up the next time they visit CVIII.

Parking: The board discussed organizing its efforts to have Arlington County restrict parking on N. Rhodes St. between Wilson Blvd. and Lee Hwy on a twenty four hour a day basis to vehicles with Zone 4 stickers. Mr. Hedrick informed the board that he had written a letter to Mr. Ted Bishop, Arlington County's Traffic Coordinator in which he explained CVIII's concerns about parking and the board's desire that an appropriate Arlington County official attend an upcoming meeting. As of this meeting Mr. Hedrick has not heard back from Mr. Bishop. The board requested that Mr. Hedrick pursue a response. The board discussed the need to have CVI and CVII participate in the conversion of Rhodes to twenty-four hour a day Zone 4 only parking. The board discussed surveying CVIII's residents on this and other possible solutions to the parking problem, such as replacing the parking lot with a multilevel parking garage.

Sodium Lamps: Mr. Hedrick informed the board that the sodium lamps installed on the rear of 1727 N. Rhodes have been replaced with incandescent spotlights and motion detectors. Mr. Hedrick informed the board that there have been no further complaints from residents whose windows face the area illuminated by these lights.

Historic Review Board Applications: Mr. Hedrick informed the board that the Design Review Committee (DRC) of the Historic Review Board (HRB) approved on 2 February 2000 CVIII's

application to remove eight trees. Mr. Hedrick informed the board that he must resubmit at the DRC's 1 March 2000 meeting CVIII's application to install security lighting on the rear of 1727 N. Rhodes St. because the board decided to switch from sodium lamps to incandescent floodlights. Mr. Hedrick advised the board that DRC approval is only a recommendation to the HRB. The Historic Review Board is the entity that actually approves or disapproves CVIII's applications, and the HRB has yet to consider CVIII's lighting and tree removal applications.

New Business:

Window Replacement: Mr. Hedrick brought to the board's attention a letter with attachments from KDH Properties, Inc. requesting permission to replace a bathroom window at 1816 Queens Ln. #221. The board attempted to review this material, but found it indecipherable. The board asked Mr. Hedrick to contact KDH and inform them that if they want the board to approve their proposal they need to improve its presentation. The board requested Mr. Hedrick inform KDH that their window replacement proposal has to be approved by the Historic Review Board (HRB) and suggest that they get in touch with the Hodges Company which has experience in replacing windows in CVIII in a manner which conforms with HRB requirements.

Shopping Center: The board asked Mr. Hedrick to contact the owner of the shopping center located at 1711-37 Wilson Blvd and inquire about her plans for the vacant stores at this site. Several board members commented on the badly deteriorated state of the parking lot on the Wilson Blvd. side of her property. The board asked Mr. Hedrick to check with Arlington County to see if the present condition of this parking lot is up to code, and, if not, request that the county do something to see that it is brought up to code.

Executive Session:

The board briefly discussed delinquent assessments.

The next board meeting is scheduled for 7:00pm on 20 March 2000 in the conference room in the CMI office at 1903 Key Blvd.

The meeting adjourned at 8:07pm.