

**Minutes
Colonial Village III
Board of Directors Meeting
17 April 2000**

Call to order:

With a quorum present the meeting was called to order at 7:00pm. Present at that time were Michael Bodden, Vice President, Corbin Weiss, Treasurer, Dennis Gerrity, Secretary, and Joe Sifer, Member-at-Large. Peyton Palmore, President, was absent, but supplied the Board with a signed statement giving his proxy to Mr. Sifer. Also present were resident Stephen Jones, Marie Pecarro, Mr. Jones' sister, Maintenance Engineer Stan Kiman, and Association Manager George Hedrick.

Resident Forum:

Ms. Pecarro appeared before the Board to introduce her brother, **Mr. Jones**, and explain the circumstances that led to Mr. Jones and Mr. Perry Schwarzmans becoming tenants residing in unit #101 at 1721 Queens Ln. Ms. Pecarro briefly detailed the current state of their health problems and what was being done to assist them on a day-to-day basis. The Board expressed its appreciation to Ms. Pecarro for this information. Related to this matter, Mr. Hedrick brought to the Board's attention an exchange of correspondence between **Robert Schwarzmans**, the nonresident owner of unit #101, and **Thomas Kareth** a resident owner at 1721 Queens Ln. In addition, Mr. Hedrick brought the board's attention to a letter Mr. Kareth wrote to Mr. Hedrick on the situation at 1721 Queens Ln.

Reading and Approval of Minutes: Minutes of the 20 March 2000 meeting were approved with one minor change.

Reports of Officers:

None.

Committee Reports:

Safety Committee: Mr. Bodden reported that a sodium lamp located behind 1801 Queens Ln. had been shutting off for extended periods of time during the night. Mr. Kiman attributed this problem to a faulty ballast, and said that he would replace it as soon as possible.

Management Report:

Engineer: Mr. Kiman reported that the past month has produced no surprises and, in addition to his day-to-day responsibilities, he has been able to finish painting half of the exterior wooden portions of the garages.

March Financial Update: Mr. Hedrick reported that as of the end of March CVIII had a year-to-date operating surplus of \$2233.54. Mr. Hedrick brought to the Board's attention revised bills from T & J for snow removal during January. Members of the Board expressed concern that CVIII got all the man-hours and bags of ice-melt compound for which it was billed. The Board decided to put monitoring the use of resources for snow removal on the agenda for its November 2000 meeting. Details of the March financial report are available for unit owner review at the CVIII office.

Old Business:

Landscaping Update: The Board reviewed a number of landscaping projects and approved the following by a unanimous vote:

- **Summer Annuals:** Summer annuals will be planted close to the front doors of buildings located at 1727 and 1801 N. Rhodes St. and 1724, 1733, 1737, 1800, 1809 and 1813 Queens Ln. They will also be planted in the flowerbed outside the Wilson Blvd. gate. Mr. Hedrick gave the Board an estimate of \$3500 for these flowers.
- **Wilson Blvd. Gate Area:** Because residents and others continue to cut across the lawn immediately inside the Wilson Blvd. gate the Board decided to plant an additional seven yews to fill in spaces between the existing yews and the brick wall in a further effort to channel foot traffic onto the sidewalks. Mr. Hedrick informed the Board that these yews would cost \$604.

1729 Queens Ln.: The Board discussed replacing the bed of cotoneaster plants in front of 1729 Queens Ln. with a planting scheme similar to that found in front of 1809 Queens Ln. Bartlett Tree Service gave CVIII a bid of \$925 to do this. Mr. Weiss offered to clean up the cotoneasters himself and thus save CVIII some money. The Board accepted Mr. Weiss' offer.

Tree Maintenance: The Board reviewed a number of tree maintenance and replacement projects and approved the following by a unanimous vote:

- **October Glory Maples:** The Board authorized the purchase of five October Glory maples for a total of \$6595. Three of these maples are to be planted as soon as possible to replace Siberian elms, which were cut down last summer. One will be planted toward the western side of the semicircular shaped plot of lawn outside the Wilson Blvd. gate. Another will be planted in the southern half of the lawn in front of 1732 Queens Ln. The third will be planted toward the southeast corner of the lawn between Buildings One and Two. An additional maple will be planted behind 1725-29 Queens Ln. when drainage work in that area is completed. The fifth maple will be used to replace the very large mulberry located on the northern edge of the courtyard behind 1727 N. Rhodes St.
- **Tent Caterpillar Infestation:** Mr. Hedrick informed the Board that a number of CVIII's trees, mostly fruit trees, were suffering from a tent caterpillar infestation. Mr. Hedrick recommended and the Board approved the expenditure of \$300 to eliminate this problem.
- **1816 and 1817 Queens Ln.:** Mr. Hedrick informed the Board that Bartlett Tree Service advised him that the magnolia trees located in front of 1816 and 1817 Queens Ln. were in poor condition and could be preserved by creating mulch beds which would protect the root structures of these two trees. The Board authorized spending \$270 for this purpose.
- **1724 Queens Ln.:** Mr. Sifer informed that Board that the magnolia in front of 1724 Queens Ln. was in need of pruning. Mr. Hedrick informed the Board that he had received a bid of \$325 from Bartlett to prune and shape this tree. The Board accepted this bid.
- **Parking Lot:** The Board authorized the expenditure of \$830 to transplant an arborvitae from the north to the east side of the parking lot. (This tree had been identified as a juniper in the minutes of previous board meetings.)

1735 N Rhodes St.: The board discussed planting a magnolia near the southwest corner of 1735 N. Rhodes St. This tree would serve as a replacement for several hemlocks that were removed earlier this year because they were dying due to a larger tree denying them access to sunlight.

Several members of the Board questioned whether the magnolia would suffer the same fate as the hemlocks, and the board as a whole decided that this matter required further consideration. **1831**

Wilson Blvd.: Pioneer Roofing destroyed a large juniper located on the north side of 1831 Wilson Blvd. Pioneer reimbursed CVIII for this tree. Mr. Hedrick presented the Board with a bid of \$350 to replace this tree. The board decided to delay planting this tree until storm drainage work is completed behind this building.

Tree Removal: The board discussed removing two trees. The first was the large spruce located in the center of the south courtyard. This tree was obviously dying. The second is the very large

mulberry located in the courtyard behind 1727 N. Rhodes St. Mr. Hedrick told the Board that the drainage contractors said that this tree would have to be removed if the flooding problems affecting 1728 Queens Ln. are to be solved. Further, Mr. Hedrick offered the opinion that if this tree were allowed to continue to grow it would eventually push in the basement wall on the south side of 1728 Queens Ln. The Board asked Mr. Hedrick to get bids to remove both trees.

Brickman Warranty: Mr. Hedrick informed the Board that following its instructions he paid half of Brickman's outstanding invoices and delivered an ultimatum with respect to the balance due. Mr. Hedrick brought the Board's attention correspondence from Brickman that contained a counter offer to the ultimatum the Board gave Brickman. Mr. Hedrick recommended accepting the counter offer. The Board failed to take up the matter.

Storm Drainage Update: Mr. Hedrick brought to the Board's attention correspondence from Mr. Douglas White of Thomas Downey, Ltd., consulting engineers for CVIII's storm drainage problems. In his letter Mr. White provided specifications for the materials and the construction techniques to be used to improve CVIII's storm drainage system. In addition to Hix and PCM, Mr. White suggested two other firms, Avon Corporation and HFI, Inc., which he felt could make realistic bids on CVIII's project. The Board asked Mr. Hedrick to request Mr. White to solicit bids from all four firms that conform to the specifications laid out in Mr. White's letter, and to attempt to have these bids ready for review at the Board's 15 May 2000 meeting.

LeMar Apartments: Mr. Hedrick informed the Board that he left a message for the property manager for the LeMar Apartments again requesting the construction of a curb or berm along the western edge of LeMar's parking lot to prevent storm runoff from that parking lot flooding common areas of CVIII.

Parking: Mr. Hedrick informed the Board that Arlington County still has not provided CVIII with a written explanation of their study of parking on N. Rhodes St. between Wilson Blvd. and Lee Hwy. and its conclusion that current parking regulations are satisfactory. Mr. Hedrick informed the Board that he left a message for the County's representative again requesting such a letter.

Shopping Center: Mr. Hedrick informed the Board that he had been in touch with Arlington County and was reassured that they were continuing to pressure the owner of the shopping center located at 1711-37 Wilson Blvd. to repave its front parking lot.

Carpet Cleaning: Mr. Hedrick informed the Board that he has arranged to have Servpro of Springfield clean and apply Scotchgard to the carpets in all buildings except 1721 Queens Ln., which was done earlier this year. Weather permitting; this will occur May 4, 5, and 8 at a cost of \$1445.

New Business:

None.

Executive Session:

Delinquent Assessments: The Board asked Mr. Hedrick to contact Chadwick, Washington, the law firm CVIII uses to collect delinquent assessments, and request a written update on what progress has been made in collecting overdue monies owed CVIII by four unit owners the Board specifically referred to Chadwick, Washington shortly after the Board's 17 December 1999 meeting. In addition, the Board asked Mr. Hedrick to request that a representative of Chadwick Washington be prepared to attend and discuss the status of its ongoing collection efforts at the Board's June 2000 meeting.

The next Board meeting is scheduled for 7:00pm on 15 May 2000 in the conference room in the CMI office at 1903 Key Blvd.

The meeting adjourned at 8:45pm.