

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

**Call to order:**

With a quorum present the meeting was called to order at 6:30pm. Present at that time were Peyton Palmore, President, Michael Bodden, Vice President, Corbin Weiss, Treasurer, Dennis Gerrity, Secretary, and Joe Sifer, Member-at-Large, unit owners Michael Adamio, Eric Donovan, Craig Fredericks, Jason Matechak, Shirley McAlhaney, Fred Reed, and Charles Vanderlyn, resident Grant Taylor, Maintenance Engineer Stan Kiman, and Association Manager George Hedrick. Also present were Officer Leonardo Bello and Lieutenant Ray Harp of the Arlington County Police Department.

**Arlington County Police Department Request for Assistance:**

**Lieutenant Ray Harp** of the Arlington County Police Department informed the Board and others attending this meeting that his department was investigating as a homicide a suspicious death that occurred on 15 July 2000 at approximately 1:45am in the parking lot of the used car dealership located in the 1800 block of Wilson Blvd. Lt. Harp requested that anyone who might have witnessed any suspicious activity or persons in that area around that time or during the last several weeks in the general area of the intersection of Wilson Blvd. and N. Rhodes St. to contact the Arlington County Police Department at (703) 558-2222. Several of those in attendance informed Lt. Harp of their recent observations of persons and activities which they considered to be suspicious.

**Resident Forum:**

**Parking Garage:** **Ms. McAlhaney, Mr. Adamio, Mr. Reed, Mr. Donovan** and **Mr. Matechak** all spoke in opposition to building a parking garage. In addition to the costliness of the project, a common theme to their objections was that every one currently residing in CVIII was aware or should have been aware of its parking problems when they moved here. Consequently, the choice to live in CVIII meant accepting CVIII's parking problems. Therefore, there was no need to build a parking garage. More specifically, Mr. Reed argued that paying for this garage would impose a financial burden on those who were retired and were living on fixed incomes. He also questioned the fairness of requiring those who do not own vehicles to pay for a parking space. Mr. Donovan strongly objected to the idea of building such a facility in the ravine between N. Rhodes St. and CVIII's existing garages. This would require the removal of the trees in this area, which in turn would make Mr. Donovan's unit a much less pleasant place to live and substantially reduce its resale value. Mr. Matechak felt the Board was wrong to use the survey form to find out if tenants would be interested in renting parking spaces in this proposed parking facility. Mr. Adamio suggested as an alternative to a garage that the Board organize a petition containing the signatures of half the residents living on N. Rhodes St. asking Arlington County to restrict parking on N. Rhodes St. to Zone 4 sticker holders on a twenty-four hour-a-day basis. The Arlington County Board will consider neighborhood parking restrictions when presented with such a petition.

**Storm Drainage Project:** **Ms. McAlhaney** requested specific information about the storm drainage project. The Board requested and she agreed to meet with Mr. Hedrick who would provide her with the details in which she was interested. **Mr. Adamio** told the Board that the letter on reallocation of reserve funding distributed a week before this meeting was the first that he was aware of CVIII's storm drainage project. He was told that this storm drainage problem

and solutions for it had been discussed at every Board meeting since October 1999 and such discussion had been reported in the minutes of every one of these Board meetings. Related to these matters, Mr. Hedrick brought to the Board's attention correspondence from **Scott Talbott**, a nonresident unit owner, in which Mr. Talbott urged the use of Carpet and Tile (Hallway) Reserves to pay the storm drainage project. Mr. Talbott objected to building a parking garage.

**Board and Committee Vacancies:** Ms. McAlhane inquired about vacancies on the Board and the Landscaping, Budget and Roof Committees. She was informed that there were no current vacancies on the Board and that Mr. Palmore and Mr. Weiss, both of whose terms expire this year, plan to stand for reelection to the Board. Mr. Weiss, Chairman of the Landscaping Committee, said she was welcome to join that committee. Mr. Palmore told her that the Roof Committee was inactive, its last two members being Mr. Talbott and Mr. Ghannam, past members of the Board. When the Roof Committee becomes active again, she would be invited to join it. Ms. McAlhane was informed that this Board considers budgets on a committee-of-the-whole basis and that she and all other unit owners were welcome to participate in such considerations. Since the proposed budget for 2001 will be on the agenda of the Board's 6 September 2000 meeting, the Board asked Mr. Hedrick to provide her with a copy of this proposed budget so that, if she chose to participate in that meeting, she could do so on an informed basis.

**Reading and Approval of Minutes:** Minutes of the 19 June 2000 meeting were approved with several changes.

**Reports of Officers:**

**President:** Mr. Palmore informed the Board that he called Wil Washington of Chadwick, Washington, the law firm CVIII uses for collections, and left a message for him in which he detailed CVIII's complaints about the poor quality of Chadwick, Washington's work and asked Mr. Washington if his firm was really interested in having CVIII as a client.

**Treasurer:** Mr. Weiss informed the Board that a Treasury bill worth \$60,000 was due to mature 31 August 2000. He recommended that this \$60,000 be reinvested in a one year T-Bill. A motion to this effect was made, seconded and approved unanimously.

**Committee Reports:**

**Safety Committee:** Mr. Borden informed the Board that the gate at the Wilson Blvd. entrance to CVIII had been damaged. Mr. Kiman told the Board that he had arranged for Ivy Welding to repair this damage.

**Management Report:**

**Engineer:** Mr. Kiman informed the Board that he had completed painting the exterior sides of building doors, crawl space entrances and vents of Buildings One and Three and that he was about to begin to paint similar parts of Buildings Two and Four. When he runs out of things to paint "Colonial Village" red, Mr. Kiman said he would turn his attention to wrought iron railings. He installed new "No Trespassing" and "No Soliciting" signs, and said that a damaged "No Parking" sign would be replaced shortly. Except for how this "No Parking" sign was damaged and damage to the Wilson Blvd. gate, Mr. Kiman had no unusual occurrences to report with respect to his day-to-day maintenance activities since the Board's June meeting.

**June Financial Update:** Mr. Hedrick reported that as of the end of June CVIII had a year-to-date operating deficit of \$2,174.11. If a transfer of \$4150 from the Water Heaters Reserve to the Operating Income Account had been made, as it should have been by CMI's main office, then CVIII would have had a year-to-date operating surplus of \$1,975.89 for the first six months of 2000. This compares very favorably with the \$6,893.22 deficit CVIII had for the first six months

of 1999. Details of the June financial report are available for unit owner review at the CVIII office.

**Old Business:**

**Landscaping:** Mr. Hedrick provided the Board with an update on the following landscaping projects:

- **Relocation of Trees:** T & J has relocated an October Glory Maple from between Buildings One and Two to the southern courtyard adjacent to 1721 Queens Ln. and a Zelkova from between Buildings One and Two to the northern courtyard adjacent to 1808 Queens Ln.
- **Dying Spruce:** T & J will remove the dying spruce located in the southern courtyard on Queens Ln.
- **1735 N. Rhodes St.:** Bartlett Tree Experts has provided a bid of \$195 to elevate the rest of the spruces located in front of 1735 N. Rhodes St. Mr. Palmore offered to do this task himself and save CVIII some money. The Board accepted his offer.
- **1727 N. Rhodes St.:** Bartlett provided a bid of \$1,950 to remove the mulberry located at the rear of this address.

**1729 Queens Ln.:** Mr. Weiss informed the Board that his personal efforts to improve the appearance of the shrubbery located at the entrance to this building have been unsuccessful. Mr. Weiss recommended the removal of the bed of cotoneaster plants and the small tree at this location and their replacement with an arrangement of short nandinas and perennials. The Board accepted Mr. Weiss' recommendation and asked Mr. Hedrick to obtain prices for this project.

**Bush and Hedge Trimming:** Members of the Board reported receiving numerous complaints from residents about CVIII "looking like a jungle" because bushes and hedges all over the commons were badly in need of trimming. Mr. Hedrick informed the Board that he had been in repeated contact with the lawn service about this problem. He suggested that a letter threatening to withhold from T & J its next scheduled payment might get some results. The Board asked Mr. Hedrick to write such a letter.

**Funding CVIII's Storm Drainage Project:** At its 19 June 2000 meeting, the Board discussed at length how to pay for capital improvements to CVIII's storm drainage system. Because no specific reserve account existed for this element of CVIII's infrastructure, the Board had to choose between a special assessment and using reserve funds designated for some other purpose. The board chose to use funds set aside for hallway renovations (Carpet and Tile Reserve). This would mean delaying hallway renovations for several years. The Board decided to delay formal approval of this reallocation of reserve funds until unit owners could be notified and given a chance to comment at this meeting on this source of funding and the delay its use would mean for hallway renovations. The Board received no written or oral objections to this reallocation of reserve funds at this meeting. However, some members of the Board continued to have concerns about putting off renovating hallways. They suggested other uses of reserve funds. Unable to reach a consensus, the board decided to wait until it received the study of reserve account adequacy it authorized at this meeting. This in hand, the Board would again try to decide which existing reserve account would be reallocated to pay for the storm drainage project. In order that this project proceed as scheduled, a motion was made to use money in the General Operating Fund to pay the storm drainage project until the Board decided from which specific reserve account to reallocate funds. This motion was seconded and approved three to one.

**New Business:**

**Response to Parking Garage Survey:** As of the end of this meeting, CVIII's unit owners had voted seventeen to five against CVIII building a parking garage.

**Proposed 2001 Budget:** The proposed 2001 budget for CVIII will be on the agenda of the 6 September 2000 Board meeting. In order that all unit owners could be made aware of and encouraged to participate in this meeting, the Board asked Mr. Hedrick to prepare a notice that copies of the proposed 2001 budget were available on request to unit owners and that the Board welcomed their presence at the 6 September 2000 meeting. The Board asked Mr. Hedrick to include this notice in the letter he distributes to announce Board meetings and their agendas.

**Reserve Accounts Study:** Mr. Hedrick informed the Board that he had received three proposals to prepare an updated review of the adequacy of CVIII's Reserve Accounts. These were: Thomas Downey, Ltd, \$3,900; Kuntz & Associates, \$9,600; and PM+, \$5,200. Mr. Hedrick recommended that the Board award this contract to Thomas Downey, Ltd based on their low bid and the quality of their work on CVIII's storm drainage project. A motion to award the Reserve Accounts study update to Thomas Downey, Ltd. was made, seconded and approved unanimously.

**Unit Occupancy Limits:** Mr. Hedrick informed the Board that it would not be able to vote on unit occupancy limits at this meeting because Chadwick, Washington, CVIII's law firm, had not yet advised him of what would be the legally correct way for CVIII to impose such limitations.

**Fiber Optic Upgrade of Cable TV Service:** In response to a query about debris behind Building One, Mr. Hedrick informed the Board that this debris was the result of Arlington Cable TV upgrading its service to CVIII from copper to fiber optic cable. This will require the underground burial of cable, mostly in the rear of buildings.

**Historical Affairs and Landmark Review Board: Tree Removal:** Mr. Hedrick advised the Board that CVIII needs Historical Affairs and Landmark Review Board (HALRB) approval to remove the very large mulberry tree located behind 1727 N. Rhodes St. Both the consulting engineer and Hix & Sons have stated that if drainage control efforts at Building Three are to be successful, this tree must be removed. He will seek this approval at the HALRB's August or September meeting. **HALRB Guidelines for Replacement Window:** At its 21 June 2000 meeting, the HALRB developed a set of standards for the design and materials used for replacement windows at Colonial Village. In a letter to Mr. Hedrick, a representative of the HALRB detailed these standards and stated that if replacement windows conformed to stated guidelines, then the staff of the HALRB had the authority to approve a Certificate of Appropriateness right away and there will be "no Design Review Committee meeting to attend, no HALRB meeting to attend, and no waiting weeks for a decision to be made." Mr. Palmore noted a conflict between the standard forbidding the use of solid vinyl windows outlined in this letter and the solid vinyl replacement windows that the HALRB has approved in the past. The Board asked Mr. Hedrick to seek clarification from the HALRB on this point.

**Executive Session:**

A motion to go into executive session for the purpose of discussing matters related to delinquent assessments and a covenant violation was made, seconded and approved unanimously.

The next Board meeting is scheduled for 6:30pm on 6 September 2000 in the conference room in the CMI office at 1903 Key Blvd.

The meeting adjourned at 8:42pm.