

**Minutes  
Colonial Village III  
Board of Directors Meeting  
21 April 2003**

**Call to order:**

With a quorum present the meeting was called to order at 6:30 p.m. Present at that time were Peyton Palmore, president; Michael Bodden, treasurer; Dennis Gerrity, secretary; Michael McGregor, member-at-large; unit owner Helena Reca; maintenance engineer Stan Kiman; and association manager George Hedrick.

**Proof of Notice of Meeting:**

All unit owners in attendance acknowledged the timely receipt of notice of this meeting.

**Resident Forum:**

Ms. Reca reminded the board of its recent discussions of the financial desirability of hiring CVIII's janitor directly rather than through a contractor. She advised the board that, based on her experience working in the "Human Resources" field, CVIII's financial liability if CVIII's janitor were to suffer a job related injury would be the same regardless if he was CVIII's employee or the employee of a contractor hired by CVIII.

**Reading and Approval of Minutes:**

Mr. McGregor moved that the minutes of the 17 March 2003 meeting be approved without change. Mr. Bodden seconded this motion, and it was approved unanimously.

**Reports and Comments by Officers:**

**President:** Mr. Palmore apologized for being absent from the board's March meeting and said that he wanted to take this opportunity to thank Mr. Kiman for his efforts to keep CVIII clear of snow and ice this past winter.

**Treasurer:** Mr. Bodden informed the board that he had a contract to sell his unit with closing scheduled for the end of May. He said that the board's May meeting would be the last he would be eligible to serve as a member.

**Committee Reports:**

**Local Real Estate Development:**

Mr. Gerrity informed the board that he had attended the Arlington County Planning Commission's 14 April 2003 meeting. At that meeting, the planning commission, after making a number of changes, unanimously approved the Holladay Corporation's proposal to build a four-story apartment building on a site comprised of the used car lot across Wilson Blvd. from CVIII and other property lying between the used car lot and Clarendon Blvd. Most significant of these changes was a requirement that seven loft-style units on the ground floor level of the Clarendon Blvd. side of the building could only be leased as live-work units. Prior this meeting, the county had agreed to allow the developer to lease these seven units as apartments if he made demonstrable but unsuccessful efforts to lease them as live-work units. Another new requirement was that if the developer leased the retail space on the Wilson Blvd. to a restaurant, then he would have to provide additional parking in his building or within a block of the building. The planning commission made its approval conditional on the developer resolving his differences with the

county housing authority on the size and nature of his contribution to the county's affordable housing program.

**Parking:** The board noted that that several residents had expressed concerns about the impact of the Holladay Corporation's proposed four-story apartment building at 1800 Wilson Blvd. on parking in CVIII's immediate neighborhood. Members of the board acknowledged that this concern was legitimate, but argued that the greater threat to parking for CVIII's residents was the 1,300,000 square feet of additional development Arlington County's recently amended General Land Use Plan would allow in the two blocks bound by Pierce St, Wilson Blvd., Courthouse Rd., and Clarendon Blvd. After discussion, the board decided that the only practical way it could improve parking for CVIII's residents was to collect the required number of signatures and petition Arlington County to restrict parking on N. Rhodes St. and Key Blvd. for part or all of every day to vehicles with Zone Four stickers. Which blocks of these streets and what hours of the day this restriction would be in effect would depend on the willingness of the residents of CVI, CVII and the Commons to join with CVIII in seeking such a restriction. The board asked Mr. Hedrick to discuss this matter with the boards of CVI, CVII and the Commons at their next meetings.

**Management Report:**

**Engineer:** Mr. Kiman told the board that he had encountered no unusual maintenance problems since the board's March meeting. He said that HOF had installed separate vent lines for the large clothes dryers in 1729 and 1809 Queens Ln., which should improve the efficiency of these machines.

**March Financial Update:** Mr. Hedrick reported that, after making allowances for errors and omissions in the March financial report, CVIII had a year-to-date operating surplus of \$12,536 as of the end of March. Details of the March financial report are available for unit owner review at the CVIII office. **Snow Removal Bill:** Mr. Gerrity and Mr. Palmore told the board that they had not seen the snow removal contractor's crew working the hours it claimed on 17 February 2003. The disputed number of hours worked amounted to a potential overcharge of \$925. After discussion, Mr. Gerrity moved that CVIII not pay McFall and Berry for snow removal services related to the Presidents' Day weekend storm until McFall and Berry provided documentation in the way of time sheets for February 17<sup>th</sup>. Mr. Bodden seconded this motion. Messrs. Palmore, Bodden and Gerrity voted in favor of this motion. Mr. McGregor voted against it. **Abandoned Vehicles:** Mr. Hedrick informed the board that two cars had been parked for an extended period of time on CVIII's lot with dead tags, county decals and/or inspections stickers. He said that their problem with tags or decals had not been corrected and they had not been removed after he had written the owners of these cars and asked them to make them legal or remove them, or risk having them towed. He asked for and the board gave him authority to have them towed away.

**Old Business:**

**Hallway Renovations Update: Carpeting:** The board noted that carpet installation was several weeks behind schedule and asked Mr. Hedrick for an explanation. Mr. Hedrick said that he had mistakenly thought that Carpet One of Alexandria would order the carpet from the manufacturer based on verbal notice that it had made the winning bid rather than receipt of a written and signed contract and the down payment agreed to in it. The latter were not sent to Carpet One until the end of March. Mr. Hedrick said it was now his understanding that carpet installation was to begin the 15<sup>th</sup> of May. **Painting:** Mr. Hedrick informed the board that eighteen or so doors still had to be painted. Some required only a second coat, others two coats. He told the board that notices would be hand-delivered to each of these units on Thursday, 24 April 2003, stating that the painters be on the premises on Saturday, 26 April 2003, to paint these doors. If the residents of these units were not at home, their doors would be painted shut. Mr. Hedrick told the board that Renaissance Painting had found the number of dings and dents it had to repair in the exterior

sides of unit entry doors to be far more numerous than it expected when it made its original proposal. Renaissance asked to be paid \$1,500 for additional work to repair damage to entry doors. After discussion, Mr. Gerrity moved that CVIII pay Renaissance Painting \$1,500 for additional work to repair damage to unit entry doors. Mr. Bodden seconded this motion, and it was approved unanimously. **Hallway Lighting:** Mr. Hedrick told that board that he was unable to find a firm to fabricate replacement lenses for the common hallway fluorescent lighting fixtures. The board authorized Mr. Kiman to invite an electric supply firm such as Dominion Electric to make a proposal to supply CVIII with fluorescent fixtures that generate more light in hallways. **1729 Queens Ln. Chimney Replacement Update:** Mr. Hedrick informed the board that Consolidated Waterproofing, Inc. planned to begin work replacing the chimney behind 1729 Queens Ln. on 5 May 2003 assuming that permits to install temporary and permanent flues had been obtained from Arlington County by that date.

**Building Entry Doors Replacements Update:** Mr. Hedrick presented the board with proposals to supply and install ten building entry doors from American Exteriors at a cost of \$900 per door, Precision Doors and Hardware, Inc. at a cost of \$1,378 per door, and The House of Doors, Inc. at a cost of \$1,685 per door. Mr. Hedrick could not tell the board what was the qualitative difference between the doors these companies proposed to supply and install. After discussion, Mr. Hedrick and Mr. Kiman agreed to accompany a board member to inspect these proposed doors.

**Sample Unit Window Replacements Update:** Mr. Hedrick told the board that he was still working on getting samples of Anderson and Pella vinyl-clad wooden replacement windows, which met the guidelines established by Arlington County's Historic Affairs and Landmark Review Board (HALRB) for unit replacement windows in CVIII.

**Proposed Welcome Brochure:** The board reviewed the latest draft of the proposed welcome brochure for new residents of CVIII. Suggestions for changes were made, and the "Welcome Brochure" committee said they would incorporate them and get back to the board at its May meeting.

**Janitorial Service:** Mr. Hedrick presented the board with a detailed review of the cost to CVIII of hiring its janitor directly rather than using a contractor as an intermediary. The board decided to put off discussion of this matter until its May meeting.

#### **New Business:**

**Storm Water Holding/Settlement Tank:** Mr. Hedrick informed the board that he had obtain a thirty-day extension from Arlington County to have the storm water holding/settlement tank buried under CVIII's parking lot cleaned and certified as operating properly. He provided the board with three bids to clean and certify this tank: Storm Water Management, Inc., \$5,340.50; Tri County Industries, Inc., \$3,200; Vernco, \$1,925. After discussion, Mr. McGregor moved that CVIII accept Vernco's proposal of \$1,925 to clean this storm water holding/settlement tank and certify that it was operating in accord with county regulations. Mr. Bodden seconded this motion, and it was approved unanimously.

#### **Executive Session:**

Mr. Gerrity moved that the open session of this meeting be adjourned, and the board go into executive session. Mr. Palmore seconded this motion, and it was approved unanimously.

The next board meeting is scheduled for 6:30 p.m. on 19 May 2003 in the conference room in the CMI office at 1903 Key Blvd.

Mr. Gerrity moved that this meeting be adjourned. Mr. McGregor seconded this motion, and it was approved unanimously at 8:12 p.m.