

CVIII NEWSLETTER

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Management Office 703-525-5557
www.colonialvillageiii.com

Peter Freedman, CVIII's New Property Manager

Peter Freedman is the new General Manager assigned by Legum & Norman to the four Colonial Village owners associations. Mr. Freedman is a native of Northern Virginia. He graduated from West Virginia University, and he has a MBA from American International University in Houston. Mr. Freedman has experience in many areas of the real estate industry. This includes managing a wide variety of homeowners associations in the Austin, Texas area. He also worked in land development and mortgage banking. When Mr. Freedman introduced himself to the board at its November meeting, he described himself as a "hands-on" manager who enjoyed working with people. Peter has gotten off to a great start. During his first month here he prepared the final draft of CVIII's 2010 budget. He has also done a good job working with the board on proposals from roofing, electrical and laundry machine contractors and the consulting firm that is preparing CVIII's 2010 reserve analysis. The board is confident CVIII will continue to receive this quality of work from Peter in the future.

Kevin Haley and Larry Poe Elected to CVIII's Board

Kevin Haley was elected to a second three-year term on CVIII's board. Kevin served as Treasurer during his first term. In addition to watching over the financial aspects of the transition from CMI to L&N as CVIII's property management firm, Kevin also guided the transfer of responsibility for managing the investment of CVIII's liquid assets from CVIII's property management firm to the financial services firm, Janney Montgomery Scott. Larry Poe was elected to his first three-year term on CVIII's Board. Larry has owned a unit in CVIII since 1994. Over the years he has attended monthly board meetings on a frequent basis. His experience as an officer in the navy and a civilian employee of the federal government make him an excellent addition to CVIII's board.

CVIII Thanks Cheryl Concelman

Cheryl Concelman finished a three-year term on CVIII's Board of Directors this October. She chose not to run for a second term because of the demands her job and her church activities placed on her time. Cheryl served as vice president of CVIII's Board. Cheryl took a practical and fair-minded approach to managing CVIII's affairs, and the board would like to take this opportunity for all owners and residents of CVIII to thank Cheryl for her service to our community.

New Laundry Machines in 2010

CVIII will be getting new Speed Queen laundry machines in late February. The washers will be front loading machines with a twenty pound capacity. This is about 40% more than the fourteen pounds our current top-loaders can handle. The new dryers will also hold twenty pounds. In 2008 CVIII had to spend \$11,500 for water and electricity to operate the laundry machines, but our share of gross receipts was only \$7,500. To cover this \$4,000 deficit, the cost to washing clothes will increase from \$.75 to \$1.00 per load, and it will cost \$1.00 for 45 minutes to dry clothes in the new machines. The board decided not to include jumbo washers in the new contract because they weren't economical. Why pay \$2.00 to wash twenty-five pounds in a jumbo machine when forty pounds of clothes could be washed for \$2.00 using two of the new front loaders? Residents should keep in mind the next time they buy laundry detergent that low sudsing detergent is recommended for the best results with front-loading washers. Laundry room walls and ceilings will be painted and their floors cleaned during the several days it will take to remove the old machines and install the new machines. The replacement schedule will be posted on bulletin boards.

Plumbing Issues

CVIII continues to experience problems with water lines and cut-off valves being damaged during kitchen and bathroom renovations. Neighboring units have been flooded. Many residents have been inconvenienced because CVIII's maintenance engineer, Stan Kiman, has had to shut off, without any warning, water service to as many sixty units for emergency repairs in one unit because a contractor or a unit owner didn't know what they were doing. If you are going to have plumbing work done, talk to Stan Kiman or Peter Freedman before you get started. Please inform the management office if you need to schedule a water shut-off. You will get good advice that is not only free, but could also save you a lot of money.

2010 Reserve Study

The Virginia State Condominium Act requires that CVIII's Board hire at least once every five years a professional organization such as a civil engineering or architectural firm to conduct a study that makes an inventory and assessment of the condition of common element components. This study will also contain estimates of the service lives of these components and their replacement costs along with their funding status. These studies provide the board guidance with respect to maintaining and replacing common elements such as masonry walls, roofs, sidewalks, electrical and plumbing systems, entry doors, etc. The firm, Reserve Advisors, began working on a full reserve study of CVIII's common elements in November. This study will contain recommendations that prioritize when maintenance and replacement should be done and what funding levels are required to avoid special assessments. A final draft is expected during the first quarter of 2010. Unit owners will receive a copy of the study at that time.

An Important Service Advisory: Main Unit Circuit Breakers

Every unit has a main circuit breaker located below or adjacent to its electric meter. Each unit's main circuit breaker and electric meter are housed in a metal box located on an exterior wall of the unit's building. This circuit breaker is prone to failure because over time (1) its fasteners loosen and (2) moisture corrodes its connections with the rest of the electrical system. Symptoms of a problem with this circuit breaker are lights or appliances flickering off and on. When a main circuit breaker fails, its unit will have no electric power. The board advises unit owners to have their main circuit breaker inspected on a regular basis by a licensed electrician. Stan Kiman says that \$250 is a reasonable estimate of the cost of replacing a defective circuit breaker assuming the unit owner purchases the replacement circuit breaker from CVIII and employs a competent electrician.

Meter Stacks

Each building in CVIII has a metal box known as a meter stack that contains the electric meters and main unit circuit breakers for units in that building. Meter stacks are located on building exteriors, making them subject to weathering, which requires their eventual replacement. The board recently had Summit Engineers inspect all of CVIII's meter stacks and make recommendations for their repair and replacement. There are some conflicts between Summit's recommendations and those in a similar study made by CFR Associates in 2008. Once these differences are resolved, the board will determine a schedule for replacing meter stacks over the next several years.

Responsibility for Maintenance and Replacement Costs for Main Unit Circuit Breakers, Electric Meters, and Meter Stacks

The board has received inquiries about who is responsible for the cost of maintaining and replacing main unit circuit breakers, electric meters, and meter stacks. Dominion Power informed the board that it was responsible for the maintenance and repair of electric meters. The board obtained a legal opinion on unit circuit breakers and meter stacks from CVIII's law firm, Chadwick, Washington. This opinion cited Section IV(c) of CVIII's Declaration, which states that "Any portion of a utility system or other apparatus serving only one Unit shall be part of that unit. Any portion of a utility system or other apparatus serving more than one unit which is partially within and partially outside the Unit shall be deemed part of the Common Elements" as the basis for its opinion that (i) each main unit circuit breaker served only one unit and the maintenance and replacement of each were the responsibility of the owner of the unit it served; (ii) CVIII's meter stacks were common elements and CVIII's Owners Association was responsible for the cost of maintaining and replacing them.

Extended Property Management Office Hours

CVIII's property management office is now open from 8:30 A.M. until 7:00 P.M. every Tuesday so that residents whose schedules make it difficult for them to stop by the office between 8:30 A.M. and 5:00 P.M. have more opportunities to conduct business such as picking up packages or getting their permit to use CVIII's parking lot. Please remember to bring a photo I.D.

Christmas and New Year's Holiday Office Hours

Colonial Village III's property management office will close at 12:30 noon on Thursday, 17 December, for Legum & Norman's holiday party. It will close on Wednesday, 23 December 2009, in observance of the Christmas holiday. It will be open again on Monday, December 28th, from 8:30 A.M. to 5:00 P.M. The property management office will close at 12:00 noon on Thursday, 31 December 2009, in observance of the New Year's Day holiday. It will be open again on Monday, January 4th, 2010 from 8:30 A.M. to 5:00 P.M. If you have an emergency during the holidays, a member of the Colonial Village maintenance staff is on-call twenty-four hours a day and can be contacted by calling 703 525 5557.

Direct Debit Option to Pay your Assessments

Given the recent change in property management firms, the board again asks owners to consider signing up for Legum & Norman's direct debit option to pay their assessments. You won't have to worry about the post office letting you down. You will save postage. You will avoid the hassle of writing a check every month. You will also save CVIII's Owners Association administrative charges for payments dropped off at the office. You should have recently received the appropriate forms to set up direct debiting. If not, you can go to www.legumnorman.com and download these forms or contact the management office at 703-525-5557 for assistance.

CVIII's Board of Directors

Eric Nicoll, President
Kevin Haley, Treasurer
Dennis Gerrity, Secretary
Charlie Clark, Member at Large
Larry Poe, Member at Large

CVIII's website is
www.colonialvillageiii.com
Email the Board directly at
colonialvillageiii@hotmail.com

CVIII's Property Management Office

Peter Freedman, General Manager
Sonya Rainey, Assistant Manager
Denna Barlish, Office Administrator

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Office Hours:
8:30 A.M. to 5:00 P.M. Monday,
Wednesday, Thursday, Friday;
8:30 A.M. to 7:00 P.M. on Tuesdays