

ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)
UNIT OWNERS ASSOCIATION
Minutes of the meeting of the Board of Directors
May 20th, 2020

1. A meeting of the Board of Directors (BOD) was held by teleconference on the above date. Jennifer Lednicky called the meeting to order at 7:09 p.m. The following officers were present.

Samantha Cole
Jennifer Lednicky
Karen Sarkis

Also participating was Tim Kirchner, Property Manager, Northern Virginia Management (NVM)

2. Approval of Agenda:

Agenda was approved in April. J. Lednicky, K. Sarkis seconded the motion.

3. Approval of Minutes:

A motion to approve the minutes as ammended was made by J. Lednicky and was seconded by K. Sarkis.

4. Treasurer's Report:

a) Financial Report:

- Treasurer discussed April 20th, 2020 finances.
- Reserve minimum is 10% yearly income, we have 2 year's worth of income saved.
- Taxes are exended until July, our taxes may be extended.
- We reviewed ART financials and answered questions from our financial officer.
- Nothing out of order was noted.

5. Delinquency:

- Was discussed.

6. Managers Report:

- 2019 audit is going to happen in June
- Spring inspection on May 3 mostly involved landscaping improvements.

- BOD discussed having a committee to do 3 new sections to landscape with a budget of \$500.
- Karen is looking into getting 2 cameras

7. Old Business:

- 2019 Audit
- Inspection results- clutter under decks and gas grills
- Timbers- we may try to get proposal for composite and concrete instead of what we currently have. We are going to use our reserve expenses to replace the retaining wall.
- Painting Bids: Proposals are out and we are waiting for the building inspection before we secure a painting contract.
- Anything on the exterior of the townhouses needs to be approved like ring door bells.

We reviewed outgoing correspondence:

- We will do the VDOT study after the apartment buildings are complete (tabled for later)
- Look at intersection marking lanes at the corner of S. Glebe and Mt. Vernon—It looks like there are 3 lanes rather than 2. (tabled for after building is complete)
- Power Washing: We are looking into power washing the front of the building after May.
- VDOT has issued a work order to remove rocks on the corner of Lang St. and S. Glebe Road. (has this happen yet?)
- Retaining wall Proposals- we have gotten 2 proposals on replacing the wall for \$78,000 (look at it during the inspection)
- Timbers, may try to get proposal for composite and concrete- reserve expenses; Retaining wall- we have gotten 2 proposals on replacing the wall for \$78,000 (look at it during the inspection)
- Instead of timbers if we used stone it would cost \$1,240

8. New Business:

- Demand letter
- We discussed the reserve study plans for ART property. The study looks at what needs to be replaced every 25 years and current life expectancy of our infrastructure.
- Inspection results- clutter under decks and gas grills.(we decided to finish this inspection review next meeting)

- A reminder for the Gas grill policy and changes should be sent out to the community. Propane can't be stored. Grilling needs to be 10 to 15 feet away from buildings.
- Tree removal
- Cameras for garage

9. Next Meeting- The next meeting will be June 17th via teleconference. J. Lednicky made a motion to adjourn. S. Cole and K. Sarkis seconded, and the meeting adjourned at 8:57 p.m.