

**ARLINGTON RIDGE TERRACE CONDOMINIUM (ARTC)
UNIT OWNERS' ASSOCIATION**

Minutes of the Meeting of the Board of Directors

Wednesday, 14 August 2024

1. A virtual meeting of the Board of Directors (BOD) was held on the above date, following notice of the time and dial-in information. J. Lednicky called the meeting to order at 7:05 p.m. The Members Forum was held, with the following officers present:

Veronica Chavez
Isa Anderson
Jennifer Lednicky
Karen Sarkis

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

2. The Board agreed to appoint Isa Anderson to fill a vacant BOD position. V. Chavez agreed to fill the vacant voting member position, which became available when former unit owner Devin Ruic resigned. I. Anderson will fill the non-voting BOD position vacated by V. Chavez. Mr. Kirchner explained that I. Anderson would continue serving until the Annual Meeting in October 2024, when elections for new Board members will be held.
3. K. Sarkis motioned to approve the agenda, V. Chavez seconded, and the motion passed unanimously.
4. The Board deferred approval of the May meeting minutes and voted to approve the July minutes as amended.
5. The meeting agenda was presented and approved. Motion to approve was made by K. Sarkis and seconded by V. Chavez.
6. Joe Salasovich (Unit 3076) joined the meeting at 7:35 p.m. Mr. Salasovich said he had spoken to multiple ARTC residents who shared his concern about abuse of shared parking spaces in and outside of the garage. Mr. Salasovich flagged that several units were monopolizing spaces by parking two vehicles in separate spaces and flipping them every 24 hours to avoid being towed. He asked the Board to impress upon all members of the ARTC community to be considerate of their neighbors when using this shared resource. Mr. Salasovich added that ARTC residents would like the Board to require residents to register their vehicles to better track parking space usage and abuse. He also asked that the Board inform residents on the appropriate protocol for residents who find someone sleeping in their car on the property, and he suggested the Board consider inviting Arlington County Police to conduct a walkthrough of the property with the Board and advise them of potential security or safety measures.
7. The Board and Mr. Kirchner discussed the parking issue further and considered potential remedies, and they agreed to resume the discussion at the next meeting.
8. Treasurer's Report:
 - a. Financial Report: K. Sarkis reviewed the registers and invoices for the period covering July 2024 and confirmed for the Board there was nothing out of order or of note for that period.

- b. Delinquencies: The Board reviewed the status of current delinquencies.
9. Manager's Report was presented by Mr. Kirchner and included items covered below.
- a. Audit – Mr. Kirchner presented the findings of the latest audit and asked the Board to review the recommendations and let him know if they had any questions. The Board agreed to review the audit before the September 2024 meeting.

10. New Business

- a. Correspondence Sent/Received: The Board reviewed correspondence sent and received during the previous month.
- b. Sprinkler Leak – The Board discussed a slow leak in the sprinkler system in front of Unit 3060 that had been recently repaired.
- c. 2025 Monthly Assessment – Mr. Kirchner raised increasing insurance costs and the impact of raised rates on ARTC's reserves. He suggested the Board consider various options to mitigate the impact of the rising insurance costs, including adjusting monthly assessments in 2025. The Board reviewed the 2025 budget and agreed to raise the 2025 monthly assessment by \$45 to \$550 to account for the cost of federally mandated flood insurance. J. Lednicky motioned to approve the increase, and the motion passed unanimously. The Board also discussed the need for future, smaller increases over the next two years to cover the full cost of the insurance increases.
- d. 2025 Draft Budget – Mr. Kirchner asked the Board to review the draft 2025 budget and raise any questions or adjustments.
- e. Moisture in the Parking Garage – The Board discussed the issue of moisture in the parking garage, and Mr. Kirchner said he would look into fixing the issue.
- f. Painting – The Board discussed current quotes for painting wrought iron across the property and requested Mr. Kirchner solicit quotes from additional vendors.
- g. V. Chavez left the meeting at 8:29 p.m.
- h. Parking Violations – The Board discussed the issue of ARTC residents parking cars outside of their garages or designated parking spots and the impact this had on other residents' ability to enter and exit their own garages. I. Anderson suggested the Board implement harsher penalties for this behavior since current measures have failed to have a deterrent effect.
- i. Broken Window – Mr. Kirchner informed the Board that he had notified the owner of a unit with a broken window that it needed to be repaired.
- j. Mowing – J. Lednicky asked that the landscapers mow the grass near the Arlington Ridge Terrace sign at the corner of S. Glebe. and S. Lang.
- k. Missing Planter – K. Sarkis asked about the missing planter by the steps along S. Glebe near the mailboxes, and Mr. Kirchner said he would investigate the issue.
- l. Garage Debris – J. Lednicky requested that the main garage be swept for debris, and Mr. Kirchner reported NVM would do so.
- m. Car Washing – The Board discussed recent incidents of residents washing cars inside the garage, which is forbidden by ARTC. The Board agreed to reach out to residents who violate the policy.

- n. Common Areas – Mr. Kirchner presented the board with a draft letter about appropriate use of ARTC common areas. The Board agreed to send out the current draft to residents.
- o. S. Glebe Rd. Parking – The Board discussed available parking along S. Glebe and noted that the repaving project was nearing completion, which may alleviate some of the community’s parking concerns
- p. Annual Meeting – Mr. Kirchner confirmed that the Annual Meeting would be on 16 October 2024, and NVM would notify owners.

11. The next BOD Meeting will be on 18 September 2024.

12. A motion to adjourn was made by J. Lednicky and seconded by I. Andersion. The motion was approved, and the meeting was adjourned at 9:06 p.m.