

**MINUTES OF
ARLINGTON RIDGE TERRACE
2024 ANNUAL MEETING**

(Via the GoToMeeting Videoconference Platform)

**October 16, 2024
7:00 p.m.**

ROLL CALL

Board Members Present: Jennifer Lednicky, President; Karen Sarkis, Vice President/Treasurer.

Owners Present: Veronica Chavez, Frank Wright, David Houser and Linda Barbour, Patrick O'Day, Masuo and Michiko Kawasaki, James Corry, Pam Corry, Taylor Wilson, William Graham (Late) and Samantha Tyner, Crystal Ellis and Alex Rowman(tenant)

Others Present: Tim Kirchner, Northern Virginia Management

PROOF OF MEETING NOTICE

Ms. Lednicky opened the October 16, 2024, Annual Meeting at 7:08 p.m. and welcomed everyone to the meeting. Mr. Kirchner confirmed that a quorum was met either in person or by proxy and noted that those presents were proof that notice of the Annual Meeting was sent out via US Mail.

READING/REVIEW OF THE 2022 and 2-23 ANNUAL MEETING MINUTES

MOTION: Mr. Corry moved, Ms. Barbara seconded, to waive the reading of both 2022 and 2023 annual meeting minutes. The motion carried.

MOTION: Mr. Corry moved to approve the 2022 Annual Meeting minutes; Mrs. Barbour seconded. The Motion Carried.

MOTION: Mr. Corry moved to approve the 2023 Annual Meeting Minutes with amendments, Mr. O'Day seconded. The Motion carried.

REPORT OF THE BOARD OF DIRECTORS

President's Report:

- New Pictures on meeting handouts
- Flood Insurance
- Parking
- Condo Fee Increase
- Construction during the past year
- ½ of fees going into reserves
- Spring Inspection performed during the month of April

- Items stored on Courtyard
- Sprinkler Heads
- Mail packages
- New Gate?
- Painting of railings and lamp posts
- New insurance company

2025 FOCUS

Financials

- Replacement reserves contributions meet plan (half of condo fee goes into the reserve fund for capital improvement projects i.e. roof, removal of trees, replacing parking lot underlayment).
- There were no anomalies with the 2023 audit.
- Aggressive approach to collect delinquent accounts, resulting in less than a 1% delinquency rate.

Modernize Communication

- Door Flyers
- Posting of Meeting minutes on bulletin board
- Spring Newsletter
- GoToMeeting for monthly/annual meetings
- WhatsApp
- Email: nvm@northernvirginiamanagement.com
- Website: <https://northernvirginiamanagment.com/arlington-ridge-terrace>

2024 ACCOMPLISHMENTS

- Weekly property checklist
 - Claudio walks the property three times a week and the Board reviews the checklist at its monthly Board meetings.
- The Board conducted a Spring walk-thru in May.
- Policy monitoring and enforcement continues.

Property Maintenance

- Repaired garage leak.
- Power washed siding and courtyard.
- Water meter replacement found.
- Replaced dead trees in small planters.
- Filed flood insurance appeal with FEMA

2025 PLANS

Financial

- Condo fees will increase (\$45) to \$550 in 2025.
 - Insurance cost increase, nationwide trend
 - Increased vendor costs due to inflation (40-year highs)
- There are two open Board positions for election

Communications

- The Board will continue its monthly Board meetings via video teleconferences and minutes will be posted in a timely manner.

Property Upkeep

- Board to investigate ways to limit package thefts.
- Repaint wrought iron and light posts – necessary to maintain and prevent corrosion.

Community

- Parking: Parking corridor outside of personal garages; No car washing inside garage.

REPORT OF MANAGEMENT AGENT

Mr. Kirchner reported on the Association's finances and stated outstanding assessments were less than 1% and that the Association would end the year in a strong financial position (*as of September 30th, there was ~\$1.1 million in the Reserves*). The biggest issue was the increase in insurance premiums, which went up several thousand dollars over the last couple of years. 2025 Budget includes a \$45.00 dollar monthly increase. The 2025 budget also includes an increase in reserve contribution to \$159,368.00 per reserve study.

REPORT OF COMMITTEES

There were no committee reports.

UNFINISHED BUSINESS

There was no Unfinished Business to discuss.

NEW BUSINESS

The Board and Management addressed comments/questions from owners:

- Residents washing cars in the garage.

- An owner expressed concern regarding not knowing names and contact information who lives in the community.
- Maintaining patios and limited use common areas.
- Owner had concerns regarding window leaks and who is responsible for the repairs.
- Owner's concern about package being stolen.

ELECTIONS

There are two open positions and two candidates, Ms. Jennifer Lednicky (incumbent) and Isa Anderson.

MOTION: Mr. Corry moved, Mr. O'Day seconded, to close nominations from the floor. The motion carried.

MOTION: Mr. O'Day moved, Mr. O'Day seconded, to re-elect Ms. Jennifer Lednecky and Isa Anderson to the voting positions on the Board. The motion carried.

ADJOURNMENT

MOTION: There being no further business to discuss, Ms. Lednicky moved, Ms. Sarkis seconded, to adjourn the October 16, 2024 Annual Meeting at 9:15 p.m. The motion carried.