Arlington Ridge Terrace Condominium (ARTC) Meeting Minutes, June 2026

MEETING MINUTES

Location: Virtual
Date: Wednesday, Jun 17, 2026
Called to order at 7:07pm

PARTICIPANTS

Board of DIRECTORS (BOD):
☑ Samantha Tyner (President, 3054)
☑ Isa Anderson (Vice Pres/Treasurer, 3062)
☑ Jennifer Lednicky (Secretary, 3058)
☑ Karen Sarkis (Non-voting, 3076)
☑Alex Mischke (Non-voting, 3084)

NORTHERN VIRGINIA MGMT:
☑ Tim Kirchner (Property Manager)

GUESTS:
Joe Salasovich (3076)
Andrea Evans and Mike Atkins (3032)

A G E N D A

1. **Members Forum**
2. **Approval of Agenda**
3. **Approval of Minutes**
4. **Treasurer's Report**
   a. Financial Report
   b. Delinquency
5. **Manager's Report**
6. **Old Business**
   a. Action Items
   b. Legal
7. **New Business**
   a. Letters Sent/Received
   b. Spring inspection
   c. 2027 Draft Budget
   d. Water Meters
   e. Audit and bank signers
8. **Date/Time/Place of Next Meeting**
9. **Adjournment**

SUMMARY

President Sam Tyner called the meeting to order at 7:07 p.m.

1) MEMBER'S FORUM:

a) Joe Salasovich briefed the Board about his considerable engagement with Arlington County. Topics included bike lane, bridge contractors damaging the fence in the dog run, trying to gain extra signage in the interim bike path, and a 6' section of sprinklers near external garages that are not working and lines were cut so that it cannot be replaced.

b) Andrea Evans discussed and asked questions about the sprinkler project, high cost, and how it is being enforced, penalties if not done, and if there are firewalls between units. Tim K. and the Board explained that the insurance company is aware that we've had defective heads, and they want the Board to work on a plan toward compliant heads again. There are risks to our insurance if not done. There are not firewalls between all units. Alex M. had also been researching companies, but there is little response. You try to find a better deal, but this is the best we found. It is not work that contractors seem to want. We had to talk VSC into doing this project for us, because they specialize in commercial buildings. Alex M. added that he had just confirmed there was no firewall.

2) APPROVAL OF THE AGENDA: At 7:24 pm Sam motioned to approve the agenda and Isa seconded. The Board approved the agenda unanimously. See agenda above.

3) **APPROVAL OF THE MINUTES: The** BOD reviewed May 2026 minutes. Sam motioned and Karen seconded to approve them, as amended. Approved unanimously.

4) **TREASURER'S REPORT:**

   a) Treasurer Isa Anderson expressed challenges with receiving all the invoices each month. She asks multiple times for all of them. Please be more careful.
   b) There was also discussion on receiving invoices. Tim K. explained there can be time lags, such as for utility companies like Dominion Energy.
   c) Question on the roof leak for 3060, Davis roofing. It was to replace roof vents that the Board found during spring walk-through.
   d) Heater repair has been completed.

5) **Delinquencies:** Isa A. noted a huge improvement noted in addressing water payment delinquencies, but let's continue the attention.

6) **MANAGER'S REPORT:** The important thing is the audit. Discussion deferred until later in meeting.

7) **OLD BUSINESS:**

   a) As follow-on to member's forum, the Board continued to discuss the sprinkler project, asking which units specifically need or do not need. Isa Anderson said the contractor who inspected said hers where fine. We never received a report by unit. We need to do more due diligence and report. We may want to reconsider working with VSC if they cannot provide enough detail, such as pictures and sprinkler model number, to assurance the Board and owners of the need.
   b) The Board reviewed action items.
   c) Legal: Deferred to executive session.

8) **NEW BUSINESS:**

   a) **Letters Sent/Received**. The Board reviewed correspondence received.
   b) The Board conducted the spring walk-through inspection Saturday May 30 from 9-11am. Board is reviewing summary of line items inspected for consideration in July budget planning.
   c) NVM will have the 2027 draft budget ready for review in August.
   d) The Board continued to discuss a variety of options for billing for water usage given failing water meters. They reviewed a white paper prepared by 3068. Note that there are some water bills separate from homeowner usage. If we changed the process for billing water, it would be done by a resolution. Tim K. concurred that the simplest way to go forward is to average across community and add to monthly condominium bill. Two drawbacks could be higher prices for single residents and not being able to find leaks. Positively, it would save labor costs, and it might enable higher percentage of collections. The Board will continue to investigate. There may be some non-invasive products to read water usage and leaks, which could cost around $400 total for 48 units. Consider standing up a committee in the name of modernization.

e) The Board discussed the completed audit. Our CPA firm completed its review and provided draft. The Treasurer expressed intent to sign the audit after the meeting. One recommendation is to have a consolidated, singular bank versus multiple, as getting statements is becoming more difficult. We had investigated this, but now it is more viable because of a new Certificate of Deposit Account Registry Service (CDARS®), which in layman's terms increases the limit of the prior $250,000 FDIC insurance caps that made us split our accounts up. CDARS is a type of CD. If we would make this change, our audits would be more efficient and faster. Two prominent vendors are Fidelity and Morgan Stanley.
   - Sam motioned, Jen seconded to begin consolidating bank accounts and CDs into a CDARS format with Fidelity. Unanimously approved.
   - The auditor did not agree that replacement of the trash containers was Capitol, which could be paid out of reserves. We can investigate adding these into the next reserves study.
   - Sam motioned to approve the audit as drafted. Isa seconded. Unanimously approved.

9) **EXECUTIVE SESSION.** Sam motioned and Isa seconded to enter executive session at 9:18 pm. Approved unanimously. Sam motioned, Isa seconded, and all approved returning to regular session at 9:39pm.

10) NEXT BOARD MEETING: The next monthly meeting will be held virtually on July 15, 2026 at 7:00 p.m.

11) ADJOURNMENT: Sam motioned to adjourn. Isa seconded. All approved. The meeting adjourned at 9:40pm.