

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

MEETING MINUTES

Location: Virtual

Date: Wednesday, March 18, 2026

Called to order at 7:04pm

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:

Justin Aiken (3046) with tenant Alex Rowan

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. Sprinkler Replacement
7. **New Business**
 - a. Letters Sent/Received
 - b. Spring inspection
 - c. Noise Complaint / Legal
 - d. Landscaping meeting follow-up
8. **Date/Time/Place of Next Meeting**
9. **Adjournment**

SUMMARY

President Sam Tyner called the meeting to order at 7:04 p.m.

- 1) **MEMBER'S FORUM:** Justin Aiken (3046) joined to get an update about noise problems with his unit. Tim K. briefed for the Association. The Association's attorney advised us to write a letter outlining all problems, which we did. We are planning a hearing for April 15th before the normal board meeting with a focus on dates, times, and noise meter readings. Alex Rowan provided additional perspective. Going to court could be a next step. Discussion about an ADA attorney. The Board voted unanimously to seek an opinion from an ADA attorney prior to the hearing.
- 2) **APPROVAL OF THE AGENDA:** At 7:54 pm Isa approved the provided agenda and Jen seconded. The Board approved the amended agenda unanimously. See agenda above.
- 3) **APPROVAL OF THE MINUTES:** The BOD reviewed the draft February 2026 minutes. Sam motioned to approve the February 2026 minutes as amended. Isa seconded. Approved unanimously.
- 4) **TREASURER'S REPORT:**
 - a) Treasurer Isa Anderson asked the management company clarifying questions based on her review of the registers and invoices for February. She determined that financials are in order. Specifically, she asked about:
 - i) Artie's lock and key, related to people doors
 - ii) Move out fee. Current cost is \$50. Added an action item to consider whether it should be higher.

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

- iii) Fixing noise in fire security closet
 - iv) FHA loan certificates
 - v) Grounds non-contract \$833/monthly.
- b) We received the bill for the big ice storm. We had budgeted \$8,500. The price was over \$11,000, which seemed reasonable given the thickness of ice and hands-on labor. The board also discussed complaints about (too) early morning noise by the new snow contractor. Tim K stated that if we put too many boundaries on the RFP, such as limiting times, it would likely degrade the service we receive if we shorten available hours.
- c) **Delinquencies:** Nothing to report.

5) MANAGER'S REPORT:

- a) The property manager reported he is preparing for the audit, which should start a bit earlier in April or May this year.

6) OLD BUSINESS:

- a) The Board reviewed open action items. One closed, three added, ten open.
- b) The Board discussed the ongoing study of how to replace the recalled Interior Unit Sprinkler system. The contractor is pushing back on the discounted price if they have to deal with over 30 individual owners. The Board discussed options. NVM is going to draft a communications letter for the Board to review. *Previous discussion retained for reference:*
- 9 of 48 units have already replaced their sprinkler heads and are exempted from the project.
 - Estimated price is \$8,000 to 9,000 a unit.
 - The vendor, VSC, will not replace the drywall or repaint.
 - The Board decided that individual unit owners will arrange and pay for their own jobs and notify NVM upon completion.
 - Tim recommended owners delay painting projects, as this job could be messy and spray.

7) EXECUTIVE SESSION:

- a) The Board entered executive session at 8:41 p.m. Jen motioned to leave executive session at 8:50 p.m. Sam seconded. Approved unanimously. Returned to regular meeting.

8) NEW BUSINESS:

- a) **Letters Sent/Received.** No topics for general discussion.
- b) **Spring inspection.** Board members should plan to do their personal walk-around inspections in May.
- c) **Landscaping.** Initial Landscaping meeting went well. Several proposals have been received. Letting the committee review, and then the Board will weigh in next month. Discussed the budget for new planting ideas. Adding new capital improvements would come out of reserves.

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

- d) **Parking.** Continue to monitor parking at future meetings. Parking continues to be a problem due to root causes that we have lost spaces over the years, new bike path took more spaces, and also resident mis-use. Board will continue to monitor status.
- 9) **NEXT BOARD MEETING:** The next monthly meeting will be held virtually on April 15, 2026 at 7:00 p.m.
- 10) **ADJOURNMENT:** Sam motioned to adjourn at 9:12 pm. Isa seconded. The motion passed unanimously, and the meeting adjourned at 9:12 p.m.