

CVIII NEWSLETTER

www.colonialvillageiii.com

Spring 2007

Management Office 703-525-5557

Volume 16, Issue 2

Verizon Fiber Optic Cable

Verizon is building a new fiber optic network called FTTP — “Fiber to the Premises”. FTTP is designed to provide a dedicated fiber-optic connection to each unit in communities like CVIII. If FTTP can be installed in CVIII’s buildings, it will allow Verizon to offer CVIII’s residents its FiOS package of fiber-optic services, which includes voice, video and broadband Internet services. CVIII’s Board views FTTP and FiOS as competition for Comcast and feels their availability would benefit the owners and residents of CVIII.

CVIII’s Board has approved a licensing agreement with Verizon that will allow Verizon to survey and install fiber optic cable in common areas of CVIII subject to the approval of the Arlington County Historic Affairs and Landmark Review Board (HALRB). This licensing agreement specifies that CVIII has approval rights for all aspects of the installation of fiber optic cable and related equipment in CVIII’s common areas. Each unit owner has the sole right to allow Verizon to extend installation of this fiber optic cable from common areas of CVIII into their unit. Each unit owner makes the decision to subscribe to FiOS, but if they do, then they have to agree to allow Verizon to install a 24" by 24" by 5" package of equipment on a closet wall somewhere in their unit.

Verizon will not charge CVIII to install fiber-optic cable and related equipment in common areas of CVIII, but this licensing agreement grants Verizon permission to keep in place for a five-year period whatever equipment it installed in common areas of CVIII. At the present time, it is the board’s understanding that Verizon will not charge unit owners to extend optic cable from common areas of CVIII into their units if unit owners allow Verizon to do so at the same time it is wiring common areas of CVIII and if unit owners allow Verizon to pre-position some equipment in their units. Letting Verizon wire your unit will not obligate you to subscribe to FiOS.

The first hurdle for Verizon is HALRB approval. Once it is cleared, Verizon has indicated that it will hold a public meeting to answer owners and residents’ questions about FTTP and FiOS before installation begins. Updates on the approval process, meetings and installation will be provided on a regular basis.

Masonry Renovations to Begin at Building Four

The civil engineering firm, Thomas Downey, Ltd., surveyed CVIII’s exterior masonry this past fall. It found the north and west walls of Building Four most in need of repairs. Problem areas included mortar for parapet brickwork, steel lintels above windows, cast stone sills, and horizontal runs of mortar, particularly those on protruding portions of decorative bands of brickwork and quoins. Four companies were asked to submit proposals, and a contract was awarded to the low bidder, the Culbertson Company of Virginia. Thomas Downey, Ltd. will serve as project manager for this project. Culbertson is expected to begin work on Building Four during May. Culbertson estimates that completing these repairs will take thirteen weeks. Efforts will be made to mitigate noise and dust caused by these repairs, but considerable inconvenience will be unavoidable. CVIII has to get its damaged mortar repaired or be prepared to deal with even worse problems caused by water penetrating its brick walls.

Update on New Roofs for 1813 and 1821 N. Rhodes Street and 1728 Queens Lane

Sarnafil membrane replacement roofs have been installed at 1813 and 1821 N. Rhodes Street and 1728 Queens Lane. Masonry work associated with replacing these roofs has not been completed because of a dispute between CVIII and the contractor over whether these repairs were included in the specifications of the contract for this project.

Dog Owners — Leashes, Lawns and Shrubs

CVIII residents who own dogs are reminded that CVIII's Bylaws require that dogs be leashed when in common areas. Dog owners are urged to comply with the leash rules at all times and to keep in mind that some CVIII residents do not want to come in contact with pets because of allergies and what they consider threatening behavior. Your continued cooperation will be greatly appreciated by your neighbors. In addition, dog urine, which can burn the lawn, has caused damage in areas where dogs have repeatedly urinated. CVIII has spent hundreds of dollars over the past several years replacing shrubbery killed by dog urine. Please consider street curbs and the woods north of the bike path. These are good places to take pets to relieve themselves.

2007-2008 Parking Stickers

2007-2008 permit stickers for CVIII's parking lot for are now available. You may pick up your sticker at the management office at 1903 Key Blvd between 8:30 A.M. and 5:00 P.M., Monday through Friday. Each unit is entitled to one sticker. Please complete the application form left at your unit's front door, and bring it, along with your vehicle's state registration form and your operator's permit, when you come to pick up your 2007- 2008 sticker. Tenants must bring a copy of their lease. 2006 stickers will expire at midnight on 31 May 2007. Cars with expired stickers will be towed. Please make sure that you get a new sticker!

Spring Cleaning Projects

The board plans to have hallway carpets cleaned this spring. Some buildings will also have touch-up painting done to their common hallways. Mr. McPherson will distribute notices as soon as dates for carpet cleaning and painting have been determined. Window cleaning will be scheduled later this summer after Building Four masonry repairs are completed.

Trash Rooms

CVIII provides refuse service to its residents for normal household trash and a limited range of recyclable material. Household trash must be in sealed plastic bags when it is deposited in the trash rooms. **Pet Waste:** Pet waste should be double-bagged and disposed of in barrels designated for regular trash. Please do not put pet waste in barrels designated for recyclables! (Recyclables found mixed with pet waste are considered contaminated, and CVIII can be charged twice to process them.) **Bulk Items:** You have to make other arrangements to dispose of furniture, tires, luggage, carpeting, debris from renovations, etc. There isn't enough room for this type of material in our trash rooms, and some of these items are so large that they constitute a violation of the fire code because they interfere with the operation of the fire sprinkler systems. If you need help disposing of bulk items, there are many small trash companies in the Yellow Pages. **Hazardous Materials:** It is against local, state and federal law to dispose of paints, cleaning chemicals, lubricants, antifreeze, computers, non-alkaline batteries and other hazardous materials with regular trash. You can take such material to Arlington County's household hazmat disposal site at 3155 S. Fern St. (just off S. Glebe Rd. in Crystal City) on Saturdays between 9:00 A.M. and 3:00 P.M. **Recyclables:** There are barrels in CVIII's trash rooms to recycle newspapers, phone books, and magazines; metal cans, glass bottles, and plastics containers. Containers for beverages and wet foods should be rinsed, and their labels removed if possible. No other material should be placed in these barrels. No plate glass or crockery, no wire hangers.... Corrugated boxes are recycled. They should be broken down and stacked behind trash barrels. Small cardboard boxes such as those used for cereal and other dry foods, shoes, etc. should be folded flat and placed with corrugated boxes. Recycling is a good citizenship issue. Please cooperate.

CVIII's Board of Directors

Eric Nicoll, President
Michael McGregor, Vice President
Kevin Haley, Treasurer
Dennis Gerrity, Secretary
Cheryl Concelman, Member At Large

CVIII's Management Office

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Email: dm_colonialvillage@verizon.net
David McPherson, Association Manager
Davonia Gibson, Administrative Assistant
Stan Kiman, Maintenance Engineer

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Summer 2006

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CVIII's 2006 Annual Meeting

CVIII's 2006 annual meeting is scheduled to take place on Monday, 16 October 2006, at 7:00 p.m. in the conference room in the management office at 1903 Key Boulevard. Please attend! CVIII's 2007 budget will be discussed and approved at this meeting. This year there are two vacancies on the Board. Both positions are for three-year terms. Both must be filled by election. If you are interested in serving on the Board, please contact David McPherson, our association manager, for additional information. A proxy form for the election for the two vacancies on the Board will be sent to unit owners three weeks before this year's annual meeting. If you cannot attend, please return the proxy form. CVIII must have a quorum of twenty-five percent of the common element interest in ownership represented in person or by proxy to conduct business at its annual meetings.

Update on Masonry Renovations

A consultant has advised the Board to begin renovating CVIII's masonry on a regular basis or be prepared to deal with water infiltration problems inside buildings. CVIII's buildings are seventy years old, and their masonry has deteriorated over this period because of weathering. The Board has decided to begin these renovations in 2007. It has hired the engineering firm, Thomas Downey, Ltd., to act as a consultant on this project. Mr. Douglas White of Thomas Downey met with the Board at its July meeting to discuss how he would assist CVIII with these renovations. He told the Board that he would survey CVIII's masonry for defects that would allow moisture to infiltrate CVIII's buildings. Based on his experience with masonry renovations in the Colonial Village Commons and buildings similar to CVIII's in other communities, Mr. White told the Board that likely problem areas would include steel lintels above windows, cast stone sills, and horizontal runs of mortar, particularly those on protruding portions of decorative bands of brickwork and quoins. Mr. White said his survey would not address cosmetic flaws in CVIII's masonry. Mr. White told the Board that he would complete this survey of CVIII's brickwork by the end of September and present recommendations for repairs based on this survey to the Board shortly thereafter. Mr. White said that he would prepare a set of specifications for renovations based on the Board's review of his recommendations. He would request proposals based on these specifications from four or more masonry firms in December, a time of year when these firms would be trying to line up work for the coming spring and summer. Mr. White told the board that CVI and the Colonial Village Commons are also considering having masonry renovations done in 2007, and he suggested that all three communities could get a better price if they consolidated their requests for proposals and chose a single contractor. The Board will attempt to coordinate with CVI and the Commons in selecting a contractor in January or February 2007 so that work could begin later that spring. Mr. White advised the Board to commit CVIII only to a modest amount of work in 2007. This would give the Board an opportunity to familiarize itself with the tuck-pointing process and evaluate the contractor.

Storm Drainage Improvements

The Board has authorized further improvements in CVIII's storm drainage system. Two downspouts near the entrance of 1735 N. Rhodes St. have been connected to a dry-well in front of this building. This is expected to stop a serious soil erosion problem along this building's foundation caused by storm water runoff. A downspout on the south side of 1809 Queens Ln. has been connected to CVIII's underground storm drainage system to eliminate soil erosion problems. A third project, which involves collecting water from eight downspouts and two condensate lines on the north side of Building Four and piping it to a catch basin, should be completed by mid-September. This is expected to reduce water infiltration in the basement of 1808 Queens Ln. and soil erosion

behind Building Four.

Update on New Roofs for 1813 and 1821 N. Rhodes Street and 1728 Queens Lane

CVIII replaced the roofs on twenty-five of its twenty-eight buildings during the 1990s. They had deteriorated badly, and some had developed serious leaks. The three roofs that were not replaced at that time are located at 1813 and 1821 N. Rhodes Street and 1728 Queens Lane. Their roofs are at least seventeen years old. They are nearing the end of their expected service lives. The Board has confirmed reports that water has been standing on one of these older roofs after rain storms. Earlier this year the Board requested proposals from several firms to replace these three older roofs with Sarnafil membranes. It did not select one of these firms for this project because the details of their bids were so different that they could not be compared. The Board is considering hiring an architectural firm or an engineering firm to develop a set of specifications to replace these roofs. All firms interested in this project would have to bid on the same set of specifications. This would eliminate problems in comparing bids. This firm would assist the Board in soliciting and evaluating proposals from roofing contractors on CVIII's specifications. This firm would further assist CVIII by serving as project manager once a roofing contractor has been selected and work has begun. The Board wants to avoid the problems that CVIII had with leaking roofs in the early 1990s. The Board is taking a proactive approach, and it hopes to have these roofs replaced within the next six months. Residents of these buildings will be notified before work begins.

Wilson Boulevard Fence

The Board has incorporated several suggestions for improvements in the design of the new Wilson Blvd. fence. These changes are significant enough to require contractors to submit new proposals. The Board expects to approve a new contract for this fence at its September meeting. The Board expects to have this new Wilson Blvd. fence installed by early October.

Rhodes Street Parking Petition

Arlington County has approved CVII and CVIII's petition that vehicles that do not have Zone Four stickers be prohibited from parking in the 1700 block of N. Rhodes St. between the hours of 8:00 A.M. to midnight Monday through Friday and between 5:00 P.M. and midnight on Saturdays and Sundays. CVI is working on a petition for similar restrictions for the 1900 block of N. Rhodes Street. Presently, there aren't enough cars without Zone Four stickers parked on the 1800 block of Rhodes to justify a petition for further restrictions for that block. The Board feels this situation will change after CVI's petition is approved, and CVIII will then be able to organize a successful petition to extend restrictions for cars without Zone Four permits parked on the 1900 block of Rhodes St.

Simplify your Life

Take advantage of CMI's direct debit option to pay your condo fees. You won't have to worry about late fees because the post office let you down. You will save postage. You will avoid the hassle of writing a check every month. We have received no complaints of bank errors from those owners who already use this method to pay their condo fees. Please contact the management office for more information and appropriate forms.

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January 2007

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Volume 16, Issue 1

A Message from Eric Nicoll, CVIII's Board President

Happy New Year! With the start of the New Year, I thought you might appreciate a summary of activities undertaken by Colonial Village III (CVIII) in 2006 and a review of some issues to be taken up by your Association in 2007.

CVIII took action on a number of matters in 2006, including the following:

- In February, we welcomed new Property Manager David McPherson to the CVIII community
- Conducted a Crime Prevention seminar with Arlington County police
- Installed new ventilation systems in each laundry room
- Approved a new pest management contractor
- Replaced several park benches along North Rhodes Street
- Successfully petitioned Arlington County to extend the hours of Zone 4-parking-only in the 1700 block of N. Rhodes Street
- Continued our landscaping enhancement program with several new shrubs and trees; the Board also approved a new contract with McFall and Berry to continue routine landscaping maintenance and snow removal in 2007 and 2008
- Completed an extensive hallway improvement project including cleaning of all carpeting and touch-up painting of all walls and ceilings
- Executed a contract for exterior window cleaning
- Installed a taller, more sturdy iron fence at the Wilson Boulevard pedestrian entrance
- Installed new locking gates at both ends of the CVIII courtyards
- Installed additional under-ground drainage systems in several areas of the property
- Approved a contract to replace three roofs; when this project is completed early in 2007 CVIII will have replaced all roofs originally installed nearly 20 years ago

Additionally, during 2006 the CVIII Board of Directors launched a long-anticipated program to repair the mortar used in construction of our buildings. CVIII's buildings were constructed about 75 years ago, and it is natural that over many years the mortar will deteriorate due to weather, and if left unrepaired this could result in water penetration and damage to the buildings. It is important to note that so far, CVIII has not seen evidence of major damage from such water penetration. However, on the advice of management the Board has decided to take a *pro-active approach by initiating a repair program now, rather than wait until water damage appears which could result in more costly repairs*. During 2006 the CVIII Board issued a Request for Proposals for a firm to advise us in this multi-year project. In 2007, the chosen contractor, Thomas Downey, Inc., will guide the CVIII Board in the selection of a contractor to perform the actual repairs and will oversee that contractor.

As always, you are welcome to participate in the monthly meetings of your Board of Directors to discuss these or any other issues. Your Board wishes you a happy and healthy 2007.

CVIII's Board of Directors for 2007

CVIII's 2006 annual meeting took place on 16 October 2006. Cheryl Concelman and Kevin Haley were elected to three-year terms on the board. Eric Nicoll was elected president of CVIII's board of directors; Michael McGregor, vice president; Kevin Haley, treasurer; Dennis Gerrity, secretary; and Cheryl Concelman, member-at-large. The current board will continue the practice of past boards of having individual board members assume oversight responsibilities for various aspects of CVIII's operation, with the authority to act for the full board on non-controversial matters. A board member is assigned to each building in CVIII to monitor maintenance issues and compliance with CVIII's Bylaws. This results in shorter and more focused board meetings and better administration of CVIII's affairs. Accordingly, Mr. Nicoll will chair the public safety committee. Mr. McGregor will monitor the efforts of CMI and Chadwick, Washington, CVIII's law firm, to collect CVIII's delinquent assessments. Mr. Haley will concentrate on the treasurer's responsibilities of auditing CVIII's finances and managing its assets. Mr. Gerrity, in addition to his responsibilities as secretary, will chair the landscaping committee and produce CVIII's newsletter and manage CVIII's website, www.colonialvillageiii.com. Ms. Concelman will monitor CVIII's towing service and will take on other projects.

Public Safety Concerns

A CVIII unit was burglarized this summer. The locks on CVIII's new gates have been vandalized repeatedly. Other Colonial Village communities have recently experienced similar problems. The board asks all residents of CVIII to keep in mind that community involvement is the first line of defense against crime. Please keep basement, laundry and storage room doors and windows closed. Report security lighting and door locks that aren't working. If you see a crime or suspicious activity, or suffer the misfortune of being a victim, call the police. Let David McPherson, our property manager, know what has happened, so that other residents of CVIII can be alerted and corrective measures taken. The Arlington County Police Department does not automatically inform CVIII when a crime or suspicious activity has occurred on our property.

Maintenance Suggestions from Stan Kiman

Here are some suggestions for the care and upkeep of your unit from Stan Kiman, CVIII's maintenance engineer:

- CVIII units are close to being airtight. If you keep your windows closed all the time, then the humidity generated by bathing, cooking and cleaning can't escape. This may lead to condensation, mold and mildew issues. These problems can be avoided by installing a dehumidifier, or, if it can be done without compromising the security of your unit, keeping several of your windows slightly open.
- Every unit has a master circuit breaker located underneath its electric meter. These circuit breakers fail because of corrosion caused by loose fittings and weathering. They should be inspected and serviced periodically by a licensed electrician. When you have this done, Stan also recommends that you have the electrician check out the circuit breaker panel located in your kitchen.
- When you have your heat pump serviced, ask the technician to make sure that the condensate drainage line is not blocked. This will keep the condensate pan from overflowing and prevent water damage to ceiling tiles, furniture and carpeting.

Unit Owners Insurance

CVIII has a master insurance policy that covers problems and issues relating to the common elements such as damage resulting from a break in a common element water pipe. A recent newspaper article discussed the merits of home owners (HO-6 policies) insurance for damage to personal belongings not covered by condo master policies and as a supplement for losses stemming from theft in a unit, vandalism and personal liability. This article pointed out that there are occasions when the carrier for the master policy will argue that a unit owner's HO-6 policy is responsible for a given loss and vice versa. This problem can be avoided with "seamless" coverage, which occurs when the unit owner purchases their HO-6 insurance from their condo's master policy carrier. The board recommends that all CVIII unit owners have HO-6 coverage, and, for those interested in seamless coverage, it would like to take this opportunity to pass along the information that State Farm is the carrier for CVIII's master policy. The board also recommends that tenants of CVIII unit owners purchase similar insurance.

A New Version of "2000 Wilson Boulevard"

"2000 Wilson Boulevard" — the condominium proposed for the redevelopment of the land currently occupied by Dr. Dremo and Taco Bell — has been redesigned. In September of 2005, the Arlington County Board rejected the original design because it did not conform to height and mass guidelines for this site and traffic engineering concerns about the location of a new segment of Troy Street connecting Wilson and Clarendon Blvds. Elm Street Development's current version of this project more closely follows the site's topography as it climbs toward Courthouse Road. It contains 141 units but it continues to be a "well-parked" building with 207 parking spaces set aside for residential use. There will be 31 spaces for visitors and 59 for retail customers. The developer has kept its commitment to make twelve spaces available for lease on a first come first serve basis to residents of Colonial Village and Radnor and Fort Myer Heights neighborhoods and then the general public. Commercial spaces will be available for shared overnight use after business activity has peaked. The Arlington County Planning and Transportation Commissions and the Arlington County Board are scheduled to vote on this project in January 2007. If you are interested in attending these meetings, information on when and where they will be held will be posted on the home page of www.colonialvillageiii.com.

Access Codes for the New Locks on the Gates

If you did not receive a letter from CVIII's property manager, David McPherson, that gave the access codes for the key pads controlling the entry locks on the Wilson Blvd. and North gates and explained how to use them, please stop by the office for this information or call the office to have this information mailed to you.

2007 Landscaping Projects

In 2004 the board began a program to improve CVIII's landscaping by replacing mismatched and sickly junipers along the east side of the parking lot with Nellie Stevens Hollies. New shrubbery and ornamental trees were planted along the front sides of twenty of CVIII's twenty- eight buildings in 2005 and 2006. Trees badly damaged by Hurricane Isabel and a number of trees considered inappropriate for a residential setting have been replaced during the past two years. In 2007 the board will consider beginning a major renovation of CVIII's lawns. Further efforts to improve shrubbery plantings in front of buildings will also be considered with attention focused on buildings in the 1800 block of N. Rhodes St. The board will be discussing these projects at its meetings throughout 2007. If you are interested or have suggestions, please let us hear from you.

Delinquent Assessments

A considerable number of units have changed ownership during the past several years, and the board feels that it would be helpful to state CVIII's rules for when assessments are payable and the board's procedures for dealing with delinquent assessments. Assessments are determined on an annual basis. They are due in twelve equal monthly installments, with an installment due the first of each month. If a payment is not received by the fifteenth of the month, then it is considered delinquent and a \$20 late fee is charged; and CMI, our management firm, mails a late notice to the delinquent unit owner. If an overdue payment is not received within forty-five days of its due date, then CMI turns the delinquent unit owner over to CVIII's law firm, Chadwick, Washington, which sends a letter to the unit owner warning that a lien for the delinquent assessment, late fee and CVIII's legal costs will be placed against the unit's title. If this overdue payment is not received within sixty days of its due date, then CVIII's law firm obtains a lien. When this happens, the delinquent unit owner's assessment payments for the balance of the year are accelerated and are due in full and immediately. The immediate effect of a lien is to cloud the title of the delinquent unit owner, which in turn may tarnish their credit record. A regulation adopted by CVIII during the mid-1990s authorizes the board to notify one or more of the major credit rating agencies about a unit owner's delinquent status. Obtaining a lien secures any money owed to CVIII because it is nearly impossible to get a mortgage for a unit with a lien on it. If accelerated assessment payments and associated late fees and legal costs are not received after seventy-five days have passed since the due date, then CVIII's law firm sends the delinquent unit owner a letter offering three options. The first is to pay immediately and in full all delinquent assessments, all late fees and all legal costs incurred by CVIII. The second is to arrange an acceptable payment schedule with CVIII's law firm and sign a promissory note for all monies owed CVIII. The third option is for CVIII's law firm to sue for judgment that CVIII is entitled to the unit owner's delinquent assessments, late fees and whatever legal costs CVIII has incurred, which leads to garnishment of wages or rental income, or foreclosure. If a delinquent unit owner chooses either of the first two options and then reneges, then he or she has chosen the third option.

Something You Won't Have to Do Every Month

Once again, the board urges CVIII's unit owners to use CMI's direct debit option to pay their assessments. You won't have to worry about the post office letting you down. You will save postage. You will avoid the hassle of writing a check every month. We have received no complaints of bank errors from those owners who already use this method to pay their condo fees. Please contact the management office for more information and appropriate forms.

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