

**COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 20, 2018**

Board Members Present: Blake Surbey, President
Chris Cahill, Vice President
Theeng Kok, Secretary
Curtis Cultice, Member at Large

Others Present: Chuck Vaughan, General Manager

I. CALL TO ORDER

The meeting was called to order by Chris Cahill at 7:05 pm.

II. RESIDENT'S FORUM

Four residents were in attendance with the following concerns:

- Installation of additional metal edging around grassy areas that meet up with sidewalks where runoff conditions exists, especially around 1806 Key
- Parking/stripping of spaces on Troy Street
- Leaf removal on Wilson Boulevard and Troy were not performed by Arlington County which affects pedestrian safety walking around cars and proper rainwater drainage. Asked considerations to solicit the current landscape contractor to remove leaves
- Follow up on kitchen/bath venting feasibility survey results from 2017

III. READING AND APPROVAL OF MINUTES

MOTION: Mr. Cahill Moved to approve the January minutes as presented. The Motion was seconded by Mr. Cultice and carried unanimously.

MOTION: Mr. Cahill Moved to approve the November 2017 minutes as presented. The Motion was seconded by Ms. Kok and carried unanimously.

IV. MANAGEMENT REPORT

Property updates were provided including meter stack evaluations and exterior lighting. Accrual adjustments and reclasses are in progress and end of year financial statements will be forwarded within he week.

Landscaping – Management reported that the new landscape contractor recently performed an early spring cleanup and the grounds looked great. A walk through also occurred and their recommendations for courtyard enhancements were provided for consideration.

Mr. Surbey asked that the proposed recommendations be provided to the Ad Hoc landscape committee for review and for discussion and consideration at the March meeting.

V. OLD BUSINESS

Since January's meeting, Management established a contact at Arlington's Department of Environmental Services and is awaiting additional information for them to survey and provide whether feasible to widen the sidewalk on Wilson between Rhodes and Troy.

VI. NEW BUSINESS

Proposals – The five-year reserve study is due to be performed this year and two proposals were presented for consideration.

MOTION: Ms. Kok Moved to approve the proposal from the company that has performed the reserve study in prior years. Motion was seconded by Mr. Cahill and carried unanimously.

VII. ADJOURNMENT TO EXECUTIVE SESSION

MOTION: Mr. Surbey Moved to adjourn the meeting at 7:40 to Executive Session to discuss delinquencies and/or any sensitive matters. The Motion was seconded by Mr. Cahill and carried unanimously.

VIII. ADJOURNMENT

MOTION: Mr. Surbey Moved to adjourn the meeting at 7:48 after hearing no further business to discuss. The Motion was seconded by Ms. Kok and carried unanimously.

Next Meeting:

**Tuesday, March 20, 2018
CVII Meeting Room – 1701 N. Troy Street**

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:

Theeng Kok
Theeng Kok, Secretary

May 3, 2018
Date