

COLONIAL VILLAGE II CONDOMINIUM
BOARD OF DIRECTORS
MEETING MINUTES
AUGUST 21, 2018

Board Members Present: Blake Surbey, President
Chris Cahill, Vice President
Curtis Cultice, Treasurer
Theeng Kok, Secretary (*joined meeting at 7:12pm*)

Others Present: Chuck Vaughan, General Manager

I. CALL TO ORDER

The meeting was called to order by Blake Surbey at 7:07 pm.

II. RESIDENT'S FORUM

III. READING AND APPROVAL OF MINUTES

Approval of the July minutes was deferred until the September meeting.

IV. REPORTS OF COMMITTEES/OFFICERS

Financial – Mr. Cultice provided a summary of variances for the month and reported year-to-date expenses were 13% underbudget.

Management sought the Board's consensus to engage an investment brokerage firm previously vetted to manage the association's investments.

MOTION: Mr. Surbey Moved that Management submit paperwork to move cash in the amount of \$100,000 from the operating account and the money market investments to the investment brokerage firm for management. The Motion was seconded by Mr. Cultice and carried unanimously.

V. MANAGEMENT REPORT

Management presented several proposals for the Board's consideration:

LED Lighting

MOTION: Mr. Surbey Moved to approve a proposal for retrofitting exterior lamp posts with LED lights for a total cost not to exceed \$7,500. The Motion was seconded by Mr. Cultice and carried unanimously.

Roof Replacement

MOTION: Mr. Cahill Moved to approve proposals for the replacement of roofs located at 1758 Rhodes and 1745 Troy Street. The Motion was seconded by Mr. Cultice and carried unanimously.

Meter Stacks

MOTION: Mr. Surbey Moved to approve a proposal to replace 12 meter stacks from the list of those rated at the highest priority with a total replacement and installation cost not to exceed \$90,000, subject to the new meter boxes having locking capabilities. The Motion was seconded by Mr. Cahill and carried unanimously.

VI. OLD BUSINESS

Landscaping

Management sought Board member comments regarding two of several areas where grass has not grown for various reasons. Management walked with the landscape management company and solicited recommendations. At 1904 Key where a large Bradford Pear tree's large canopy prevents sunlight to penetrate to the grass, has been severely trimmed away from electrical lines and the building's façade, the recommended approach for grass growth is removal. Management will solicit proposals for removal with the Board's consensus.

Management will also move forward with a landscape proposal that addresses grass/turf enhancements at 1853 Wilson Boulevard.

Shutter Replacements

Management presented proposals for replacement of wooden and vinyl shutters and explained the logistical methods for how both are secured which include rigorous labor associated with hanging wooden shutters due to the weight difference.

Ms. Kok agreed to research more options and provide the information to Management to present to the Board for consideration at a later date.

Electronic Gate - Wilson Boulevard Courtyard

Management presented proposals for the fabrication and installation of a 5' custom gate between the brick columns at the entrance to the 1847-1859 courtyard. After Board consideration, it was their consensus to task Management with moving forward to submit the information to the Arlington County Historic Review Board for approval and then survey owners and residents within the community for feedback on the installation of a gate with an electronic keypad.

MOTION: Mr. Cahill Moved that Management apply to the HALRB seeking approval for the installation of an iron gate and electronic keypad. The Motion was seconded by Mr. Cultice and carried unanimously.

VII. NEW BUSINESS

VIII. ADJOURNMENT OF REGULAR SESSION TO EXECUTIVE SESSION

MOTION: With no further business to discuss, Mr. Surbey Moved to adjourn and enter Executive Session at 8:12. The Motion was seconded by Mr. Cahill and carried unanimously.

The Board discussed delinquencies and rules violations. There were no Motions made during Executive Session.

IX. ADJOURNMENT

MOTION: With no further business to discuss, Mr. Surbey Moved to adjourn at 8:21. The Motion was seconded by Mr. Cahill and carried unanimously.

Next Meeting:


Tuesday, September 18, 2018
CVII Meeting Room – 1701 N. Troy Street

Respectfully Submitted by:
Sonya Rainey, Recording Secretary

Approved by:



Theeng Kok



Date