



North Fairlington News

Historic Fairlington Villages

DECEMBER 2019

VOL. 41, No. 12

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2020 Board Election for Three Seats

Three Board of Directors seats will be up for election in 2020: Ward III, Ward V, and one At-Large position. Members of the Board of Directors are all volunteers; the positions are not compensated.

If you are interested in running for one of these seats, the first step is to qualify by obtaining the signatures of 25 Fairlington Villages owners on a candidacy petition. The management office can

provide this form to you; the office is open Monday through Friday from 8:30 a.m. to 5:30 p.m. and on Saturday from 9 a.m. to 2 p.m.

The specific requirements for running will be detailed in our January newsletter.

THREE OPEN SEATS:

- ✓ Ward III
- ✓ Ward V
- ✓ One At-Large position



MANAGEMENT OFFICE HOLIDAY HOURS

Dec. 24, Christmas Eve	Office closes at 12 noon
Dec. 25, Christmas Day	Office closed
Dec. 31, New Year's Eve	Office closes at 12 noon
Jan. 1, New Year's Day	Office closed

FY19 Ends with Unaudited Operating Surplus of \$3,240 — Operating Reserves Will Reflect Final Audited Surplus or Deficit

On Sept. 30, 2019, the Association ended Fiscal Year 2019 (FY19) with an unaudited operating surplus of \$3,240 following efforts to recognize all payables. The final amount of FY19's operating surplus (or potential operating deficit) will be determined during the annual audit of the Association's finances by Kim Marinus, CPA, of Johnson, Bremer & Ignacio, CPAs, P.C., an accounting firm specializing in work with homeowner and condominium associations. The draft audit is scheduled to be completed in early December, and should be presented to the Board of Directors for approval at the January 2020 board meeting.

FY19's unaudited \$3,240 surplus results from higher-than-anticipated interest income (\$23,515 more than projected), which offset similarly higher-than-anticipated

operating expenses (\$20,275 more than projected). However, because FY19's operating spending included \$65,000 in painting costs for wood trim in Ward IV that

would have normally been billed in FY18, but were not invoiced until FY19 due to delays caused by summer 2018's heavy rains,
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Focus on Getting Your 2020 Parking Decals to Avoid Being Towed

Avoid being towed and get your square 2020 parking decal today, available in the management office. All Fairlington Villages triangle 2019 parking decals expire at the end of 2019.

As of Jan. 1, 2020, if you do not have the 2020 decal, then **you will be towed** from the parking lot regardless of how many old decals are on your vehicle.

To get your 2020 parking decal:

1. Your (or your landlord's) condo fees must be paid and current,
2. You must have a current automobile registration, and
3. If you are a tenant, you must have a current lease on file.

Any resident that fails to meet any of these requirements will not be issued a decal — there are NO exceptions.



Maintenance Updates

Ward VI Painting and Rotten Wood Replacement

Middeldorf Property Services is currently replacing the rotten wood on the multiunit buildings and townhomes that was found during the painting program. Painting and rotten wood replacement is done in one ward per year and they are currently on a 6-year cycle.

Ward IV Shutter Replacement

New shutters will be installed in Ward IV starting the third week in December, weather permitting.

Pitched Roofs Preventive Maintenance

The Pitched Roof Preventive Maintenance Program was established to maintain roofs that have been rated to be in good condition. Two wards are done every year. Northern Virginia Roofing has recently completed preventive maintenance work on all pitched roofs in Ward VI and is now working in Ward V.

— Miguel Galvez, Facilities Manager

Yes, Fairlingtonians, There Are Volunteers in Our Community!

Are you looking to contribute to our community but do not want to make a long-term commitment? Join one of the many working groups that focus on a specific topic for a short period of time. Volunteer by sending an email to one or more of the following working groups:

Amenities Working Group

will identify possible amenities for all ages in our community.
amenities@fairlingtonvillages.com

Egress Windows Working Group

will assist the Board in developing a formal policy on the subject.
egresswindow@fairlingtonvillages.com

Emergency Preparedness Working Group

will develop a draft emergency preparedness that addresses people,

pets, residential units, amenities, facilities and equipment, including budgetary requirements for review by the Board.

emprep@fairlingtonvillages.com

Parking Working Group

works on parking related issues including recommendations and best practices regarding the size and the layout of parking spaces within our parking lots.

pwg@fairlingtonvillages.com

Noise Working Group

is tackling how to be a good neighbor in close quarters.

noise@fairlingtonvillages.com

Of course, if you are looking for a long-term volunteer commitment, then any of our committees would be happy to have you! Please see our committee contacts on page 6 or our **website** for a list of descriptions.

A Fall Walk-Through of our Beautiful and Diverse Grounds

Fairlington Villages held its annual Fall Walk-Through on Oct. 26. The purpose of the walk-through is to examine the grounds, address any landscape problem areas along with a discussion of possible solutions, and review the results of changes made to areas that had been of previous concern.

Despite uncertainty about the weather, members of the Board, Management, Grounds Committee members and chairpersons, representatives from Lancaster Landscapes, and interested residents walked through each of the six wards and looked at a wide range of items of concern involving the buildings, grounds, infrastructure, and special projects. Among the items of interest this year were parking lots renovations, management office entrance enhancements, tennis courts 1-5 renovations, multiuse tennis court, erosion areas, and sustainable landscape. The group also discussed the upcoming pruning and tree removal projects; the standard of care that should be used when vendors are staging major construction projects; and turf fertilization, aeration, and recycling grass clippings.



PHOTO BY MARCUS REED

Inquiring minds gather for the autumnal walk-through of our grounds. For details on the costs of these projects, see the budget article in our August 2019 newsletter.

Get Ready for Emergency Preparedness Meeting on Dec. 12

The Fairlington Villages Emergency Preparedness Working Group will meet from 7 p.m. to 9 p.m. in the community center on the second Thursday of the month. The last meeting for 2019 is Thurs., Dec. 12. Meetings are open to the public. We will consider prevention, protection, mitigation, response, and recovery. If you would like to participate or provide feedback, then email emprep@fairlingtonvillages.com.

Deck the Halls with a Fairlington Ornament

The Fairlington Citizens Association (FCA) and Fairlington Historical Society are selling Fairlington brass-plated ornaments that were created last year to celebrate Fairlington's 75th anniversary.

The ornament makes an excellent gift for the holidays, as a welcome gesture, or a farewell reminder of Fairlington.

The price for each ornament is \$10. Ornaments can be purchased

using Paypal or a major credit card on the FCA website, www.fca-fairlington.org, and picked up at the Fairlington Villages management office, 3001 S. Abingdon St., Monday through Friday between 8:30 a.m. and 5:30 p.m., or Saturday from 9 a.m. to 2 p.m.

If you have questions regarding ornaments, then please email FCA Board Director Rebecca Sayres at rebecca@fca-fairlington.org.



IMAGE COURTESY FCA

AUDIT

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originally programmed FY19 operating expenses were actually more than \$44,000 less than budgeted. Lower-than-projected spending in several of the Association's major operating expense categories, including payroll and benefits, water and sewer costs (8.5% under budget for FY19), and contracted services, was responsible for these savings. The preliminary \$3,240 FY19 surplus also meets the Association's objective of keeping its annual operating surplus or deficit to within about 1% of each fiscal year's total budget. It represents approximately 0.07% of FY19's \$4,588,914 operating budget, and approximately 0.04% of the total FY19 budget of \$7,787,384, which consists of the operating budget and repair and replacement reserve contributions.

OPERATING RESERVES: THE BASICS

FY19's final audited operating surplus or deficit will be added to or subtracted from the Association's Operating Reserves. As discussed

in previous newsletters, the Association maintains two types of reserves — Operating Reserves and Repair and Replacement Reserves. Repair and Replacement Reserves are used to finance long-term major capital asset needs such as constructing trash container concealment sites and replacing or renovating roofs, balconies, exterior masonry, apartment building hallways, sewer lines, swimming pools, and parking lots. Operating Reserves, which are also known as Unappropriated Owners' Equity, consist of the cumulative total of previous fiscal years' operating surpluses. They are used to pay for unbudgeted operating expenses (for example extraordinary snow removal costs) that may occur during the course of a fiscal year.

Each year the Board of Directors passes a resolution applying any excess assessments from the current fiscal year to the next fiscal year, where they will become part of the Association's Operating Reserves. On Oct. 2, 2019, the Board approved the transfer of any

FY19 surplus to FY20, which began on Oct. 1. If our audit determines there is a final FY19 surplus, then it will be added to the Association's current Operating Reserves, which consist of a previously audited total of \$559,433 in cash and investments, including FY18's operating surplus of \$27,675.

THE CASE FOR SUFFICIENT OPERATING RESERVES

Several examples from recent fiscal years illustrate the need for adequate operating reserves. In FY14, for example, the Association ran an operating deficit of \$19,637 as a result of unfavorable spending balances in several budget categories, including building repairs and grounds maintenance, legal services, and snow removal costs (\$41,506 over budget for supplies and plowing expenses).

Other operating deficits have been more significant. In FY10 there were \$98,000 in snow removal costs (\$20,000 was budgeted) following the "snowmageddon,"

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Activities Around the Village

Book Club Skipping December



The Book Club is taking a break in December. Join us on Thurs., Jan., 23, 2020, to discuss a goodreads Choice

2019 Nominee, *Evvie Drake Starts Over* by Linda Holmes.

Helpful Holiday Collection Boxes

Give to those in need during the holidays. In the spirit of the season, we will collect toys for Toys for Tots and canned goods for the Arlington Food Assistance Center. (We welcome you emptying out your pantry, but please be sure the expiration date has not passed!)

Please consider bringing items for the donation boxes during our Holiday Party and Morning with Santa. We have collection boxes in the community center from Mon., Dec. 2, through Fri., Dec. 20.

Have Yourself a Merry Holiday Community Party on Dec. 5

Help us spread some holiday cheer at our annual Community Holiday Party on Thurs., Dec. 5, from 7 p.m. to 9 p.m. at the community center. Holiday food and beverages will be served. Wear your most festive holiday attire and come ready to have a great time at the final Fairlington Villages event of 2019!

This evening is an adults-only affair, as Fairlington's children and families can enjoy their own special holiday party during the Morning with Santa on Dec. 7.

Calling all Sugarplums for Our Morning with Santa on Dec. 7

Bring your children and join Santa and your neighbors to usher in the holiday season at Morning with Santa on Sat., Dec. 7, from 10 a.m. to 11:30 a.m. in the community center. Grab a cup of coffee, juice, and breakfast goodies and then snap a photo of your child with Santa.

Parents — would you like to help with this event? All interested volunteers can email activities@fairlingtonvillages.com.

Halloween Party Deemed an Eerily Good Time

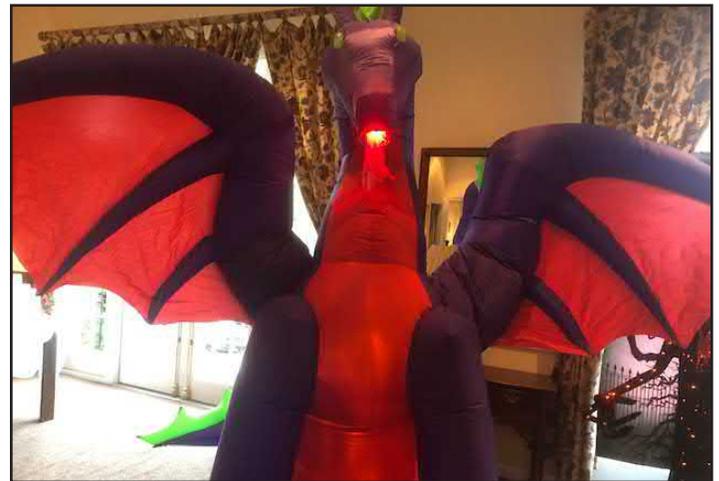
Hundreds of costumed Fairlingtonians of all ages got in the Halloween spirit at the fantastically decorated community center prior to trick-or-treating on Oct. 31. Luckily, rain stayed away until late in the evening so the crowd could spill out onto the patio and tennis

courts. Partygoers enjoyed Ledo's pizza, candy, coloring, and toys before hitting the streets for trick-or-treat.

Thanks to all of our amazing volunteers who helped serve over 40 pizzas to hordes of hungry trick-or-treaters! We hope parents will volunteer to help decorate and serve food next year so this event can continue to be a success.

To receive emails about volunteering for future children's events, please email activities@fairlingtonvillages.com.

DEVILISH DECORATIONS



PHOTOS BY PAT HORVATH
Many sweet treats of thanks to our dedicated volunteers for decorating the community center for our Halloween party.



Snow Weather Preparations

Fairlington Villages management has a standing plan for the inevitable snow events coming this winter. Our five vehicles used to remove snow have been serviced: two pick-ups, a Bobcat, and two small tractors. Snow melt supplies have been stockpiled. Additional

snow shovels have been purchased for the temporary labor we engage. We remain confident in our readiness to respond to the challenges that winter weather presents us.

Snow Removal Priorities

It is our goal to remove snow promptly, however, we must assign priorities in the process to remove the snow. We take into consideration all factors related to storm events to determine whether snow removal will occur before, during, or after the precipitation has ended. The process varies with the type of precipitation and the length of precipitation.

Our priorities are always as follows:

1. Clear streets so emergency vehicles can access the property.
2. Clear accessible areas of parking lots, building steps, and entrance walkways.
3. Clear snow from all other sidewalks.

During an average snowfall of 1–4 inches it will take crews three hours to clear the streets and up to eight hours to clear and/or treat parking lots, sidewalks, steps, and porches. This work may be done throughout the night and/or early morning hours. Sand and chemicals will be applied throughout the community as needed. These decisions will vary greatly with each storm.

The goal of staff is to remove and/or treat the streets and pedestrian areas as quickly as possible. Your patience is requested and will be appreciated during heavy snows or in the event of sleet. As we have experienced, heavy snowfalls require additional equipment to remove the snow. We also have contingency plans to procure such equipment on short notice. The areas of parking lots that are accessible with motorized equipment are cleared and/or treated.

Crews do not clear the occupied parking spaces or the areas around your vehicle. The management office has a limited number of snow shovels and residents may borrow a shovel when one is available. If you borrow a shovel, please return it to the office as soon as you are done with it so it can be available to other residents.

Please note our holiday office hours on page 1.

Management Office

Location

Fairlington Villages
A Condominium Association
3001 South Abingdon Street
Arlington, Virginia 22206

Hours

8:30 a.m. – 5:30 p.m. Monday through Friday
9 a.m. – 2 p.m. Saturday
Closed Sundays and federal holidays

Communications

Telephone: 703-379-1440
Fax: 703-379-1451
General Info Email: office@fairlingtonvillages.com
TownSq: <https://app.townsq.io/login>
Website: www.FairlingtonVillages.com

Staff

Gregory Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager
Victoria Gomillion	Office Administrator
Marcus Reed	Administrative Assistant

Emergency

After Hours Emergency: **703-600-6000**

Patrol Service

To contact security duty officer, call 571-215-3876. If the officer does not answer, the phone will page him/her. If the officer does not call back within 10 minutes, call again. Security hours: 8 p.m. – 4 a.m. nightly.

Mind These Winter Reminders

Outside Water Faucets: Common area faucets have been shut off. If you haven't already shut off your outside faucet, then you should do so immediately in order to avoid potentially significant costs for you next spring. If you don't know if you have control over a shutoff valve, then please call the management office.

Hoses: All hoses should be disconnected from the faucets, even if they are still in use.

Winter Absence Precautions: If you plan to be gone from your unit, then please remember to leave your heat on and set your thermostat at 60° Fahrenheit or higher and leave kitchen and bathroom cabinets open.

Extension Cords: Please be cautious in your use of extension cords and power strips. These can be a cause of overloaded circuits, and they should never be covered under rugs, furnishings, or holiday presents!

Space Heaters: If you use a space heater, then please keep the area around it clear and free of clutter. PLEASE DO NOT USE KEROSENE OR PROPANE HEATERS INDOORS.

The News is published by
Fairlington Villages,
A Condominium Association

BOARD OF DIRECTORS

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Tennis: Peggy Bultman
tennis@fairlingtonvillages.com

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Comments, articles, and letters are welcome. The deadline for submissions is the 10th of each month. Please deliver or email materials to the management office. The editor reserves the right to edit submissions.

Board Meeting Agenda Wednesday, December 4, 2019

The following is the preliminary agenda of the Dec. 4, 2019, Board of Directors meeting. The Board invites residents to review the agenda, contact a Board member with concerns or suggestions, and attend. The meeting will be held at 7 p.m. at the community center.

- I. Resident's Comments
- II. Call to Order
- III. Establishment of Quorum
- IV. Approval of Minutes – Nov. 6, 2019
- V. Old Business
- VI. New Business
 - A. Variance Request – 3022 S. Abingdon St. (Remove a Non-Load-Bearing Wall and Remove a Portion of a Load-Bearing Wall)
 - B. Variance Request – 3087 S. Abingdon St. (Remove a Non-Load Bearing Wall and Remove a Portion of a Load-Bearing Wall)
 - C. Variance Request – 3087 S. Abingdon St. (Install Kitchen Vent)
 - D. Request for Disabled Parking Space (3031 S. Columbus St., A-1)
 - E. Doorbell Standard Variance
 - F. Tree Pruning
 - G. Draft Audit
- VII. Management Action Items
- VIII. Reports
 1. Officers (President, Secretary, & Treasurer's Reports)
 2. Committees
 3. Management's Financial Report
 4. Management's Administrative Report
 5. Maintenance Reports
 6. Operations Report
- IX. Establishment of Next Board Meeting – Jan. 8, 2020
- X. Adjournment of Meeting

Prior to each regular Board meeting, the Agenda and the Management Report are available for review in the Association's Management Office at 3001 S. Abingdon St. during regular office hours: 8:30 a.m. to 5:30 p.m. Monday through Friday, and 9 a.m. to 2 p.m. on Saturday. The Board Packet is available for review beginning on the Thursday prior to the regular meeting of the Board.



WANTED: HOLIDAY HELPERS

2018 PHOTO BY GUY LAND
A Fairlington family enjoys reading holiday stories at our annual Morning with Santa 2018. If you are interested in being a volunteer for this event in 2019, then please email activities@fairlingtonvillages.com.

Board Meeting Highlights

The Board held its regular meeting on Nov. 6, 2019. The following are highlights.

New Business

A. Rules Violation – Maintenance of Back Yard: By unanimous consent the Board agreed to withdraw this item from the agenda.

B. Variance Request – 4818 S. 30th St. – Change the Swing of the Patio Door: Ms. Dies moved the Board approve a variance request to change the swing on the patio door, in accordance with the specifications outlined in the variance request and drawings. Passed 8-0-0.

C. Variance Request – 2858 S. Abingdon St. – Remove a Portion of a Load-Bearing Wall Between the Kitchen and the Living Room, Remove a Non-Load-Bearing Wall Between the Kitchen and the Dining Room, and Create New Penetration for a Kitchen Vent: Ms. Dies moved the Board approve a variance request to remove a portion of a load-bearing wall between the kitchen and the living room, remove a non-load-bearing wall between the kitchen and the dining room, and create a new penetration for a kitchen vent, in accordance with the specifications outlined in

the variance request and drawings, provided there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. Passed 8-0-0.

D. Request for Reasonable Accommodation: Mr. Reem moved the Board grant the accommodations requested pursuant to the residents' letter dated Oct. 11, 2019, with that all expenses associated with those accommodations to be paid by the residents, through Jan. 9, 2020. Specific requests: 1) Installation of two wireless night vision cameras; 2) Issue a second Orange parking sticker; and 3) Installation of two "Reserve" parking signs. Passed 8-0-0.

E. Ratification of Unanimous Written Consent In Lieu of a Meeting Thursday, Oct. 10, 2019 (Rotten Wood Replacement): Mr. Stolof moved the Board hereby ratifies said action for purposes of the record and to ensure an audit trail for the expenditure. Passed 8-0-0.

F. Shutter Replacement – Ward IV: Ms. Wasowski moved the Board

authorize Management to purchase the shutters from Mid-South Building Supply, Inc., at a cost not to exceed \$61,818.51 and to contract with Middeldorf Property Services, Inc., for the installation of the shutters in Ward IV at a cost not to exceed \$77,710. Passed 8-0-0.

G. Staff Holiday Bonuses: Ms. Wasowski moved the Board authorize \$4,250 + FICA taxes for holiday bonuses for the Association staff to be distributed as recommended by the General Manager and approved by the President, with length of service to be a guideline. Passed 8-0-0.

H. Tree Removals: Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for tree removals at a cost of \$20,145. Passed 8-0-0.

I. Community Center Porch: Ms. Dies moved the Board approve the proposal from Edge Concrete for community center porch renovations at a cost of the following: Edge Concrete: \$43,372.50; Contingency for Landscaping: \$5,000; Total project: \$48,372.50. Passed 8-0-0.

AUDIT

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while that summer's mini-tornado caused \$105,000 in non-insured water losses, and an additional \$38,000 in tree expenses. The Association also wrote off \$55,000 in uncollectable bad debts that had accumulated in the wake of the recession. During FY13, there was a major unanticipated \$163,424 increase in the annual cost of the Association's master insurance policy. This increase was included in the FY14 budget, but a large portion of it had to be paid during the final three months of FY13, contributing to a significant reduction in FY13's operating surplus.

During current FY20 the sufficient level of our operating reserves, including any final FY19 surplus, will also allow us to pay for services that would have normally been billed during FY19 but

were not invoiced until early FY20 for various reasons. For example, because of Arlington County's irregular monthly metering and billing cycle for water/sewer expenses (invoice periods vary from between 28 to 41 days in length on no consistent schedule), billing and payment for 23 days of water consumption that would have normally been made during FY19 has been deferred until FY20.

HOW MUCH IS ENOUGH?

There is no firm standard governing the funding level for Operating Reserves. Based upon the Association's history, however, our auditors recommend that Operating Reserves total approximately 5-20% of our total annual budget. Given this recommendation, our current audited Operating

Reserves of \$559,433 appear to be adequate. This amount is equal to approximately 7% of FY20's total budget of \$8,026,419 and approximately 11.7% of FY20's \$4,762,576 operating budget.

THE PAY-OFF

During the past several years, maintenance of adequate Operating Reserves has allowed the Association to absorb a number of unanticipated major expenses without levying a special assessment and with no critical impacts on current or subsequent fiscal years' operations. If any major unbudgeted expenses are incurred during FY20, owners should see the continuing benefits of maintaining a solid Operating Reserves balance.

— Harold Reem, Treasurer

North Fairlington News
 Fairlington Villages, A Condominium Association
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 December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 December	2 Play Group 10 am – noon	3	4 Board Meeting 7 pm	5 Holiday Party 7 pm	6	7 Morning with Santa 10 am – 11:30 am
8	9 Play Group 10 am – noon Grounds Committee 7 pm	10	11	12 Emergency Preparedness Working Group 7 pm	13	14
15	16 Play Group 10 am – noon	17	18	19 Architectural Control Committee 7 pm	20	21
22	23 Play Group 10 am – noon	24 OFFICE CLOSES AT 12 NOON TRASH PICK UP	25 Christmas OFFICE CLOSED TRASH WILL NOT BE PICKED UP	26	27	28
29	30 Play Group 10 am – noon	31 New Year's Eve OFFICE CLOSES AT 12 NOON TRASH PICK UP	1 January OFFICE CLOSED TRASH WILL NOT BE PICKED UP	2	3	4
5	6 Play Group 10 am – noon	7	8 Board Meeting 7 pm	9	10	11

Meetings held at the community center unless otherwise noted. Please call the office to confirm.