

**Fairlington Citizens Association
Executive Board Meeting Minutes
Fairlington Villages Community Center
3003 Abingdon Street South, Arlington, VA
January 15, 2015, as approved**

Board Members Present

President Guy Land
Vice President Kent Duffy
Secretary Carol Dabbs
Treasurer Ed Hilz
Director Gretchen Fallon
Director Joe Hartman
Director Mark Jones
Director Chris Weathers departed 8:00 pm

Members Absent

Director Doug Penn

Call to Order

The Executive Board meeting was called to order at 7:02 p.m. President Land noted that a quorum was present. With the consent of the board, this meeting was changed from January 14th to January 15th due to a meeting of the Abingdon Elementary School Building Level Planning Committee to the 14th and moved to the Fairlington Villages Community Center from the Fairlington Community Center due to closure for repairs at the latter location.

Approval of Agenda

There was consensus to approve the meeting agenda distributed by President Land tonight, as there was to take items out of order.

Approval of Minutes

Secretary Dabbs circulated a draft of the December minutes on January 3rd. Those minutes were unanimously approved unanimously by those directors present, 6-0-0.

Officer Reports

Vice President

Survey Results to date showed the highest interest among community events in summer concerts and recycling of electronic equipment, and among speakers for our public meetings in nearby real estate and renovations, telecom options, and the new county noise ordinance. However, Vice President Duffy is concerned that highlighting the noise ordinance may make complaints worse. He did indicate that a repeat of our real estate forum would likely be in order.

Treasurer

The monthly financial report was sent to the Executive Board by email on January 13, 2015. It included the following items.

- Bank Accounts, which increased slightly over last month's totals;
- Certificates of Deposit, which showed the change to a ladder of maturities is almost complete;
- January AFB P&L, which showed that the 12 month rolling average has decreased slightly;
- General Ledger Jan-Dec (checks issued in December are on pages 6-7), marked draft because December checking account interest is not yet available. The board was asked to review NLT January 22nd and to send questions to Ed which he can ask of our accountants. He will also eventually use our comments or lack thereof when the accountants use the ledger as the basis for our 2014 tax return.
- Proposed FCA 2015 Budget, which was discussed later in the meeting (see New Business); and
- 2014 Draft Profit and Loss Statement prepared by the accounting firm, marked DRAFT because the December checking account interest was not yet available.

Other:

Secretary

Google voicemail topics this month included the usual silent messages, a realtor's questions, and an animal control issue.

The FCA Listening Session on Abingdon Elementary School (AES) renovation and expansion for near neighbors in Fairlington Villages, Park Shirlington, and Shirlington House, was held January 13th at the Fairlington Villages Community Center (FVCC). Notes from that session form Appendix II at the end of these minutes.

Unfinished Business

Fairlington 5K

Director Hartman reported that planning is starting to ramp up; current efforts are to approach sponsors and donors. Arlington County has provided a \$500 credit for police services, much earlier than last year's timing, which is helpful. President Land mentioned a longer article in the February AFB, following a shorter notice this month. A question was raised as to whether we will need to advance-fund the contractor handling the website and registration, etcetera, as last year? Director Hartman will check on that, but doesn't think so. Joe Reed emailed President Land about AES desire to do a silent auction the evening before the 5K, and their desire to use the FVCC facility, without paying the fee. After discussion, we concluded that Director Hartman will talk to Joe Reed about options; one alternate is that FCA-sponsored events can get free space at the FCC. Another possibility would be to include bib pick-up for registrants as part of the same event on Friday night. President Land would prefer that Director Hartman or Co-Chair Reed talk to Terry Placek or Collin Horner, if that's the choice.

New Business

Standing Procedures and Practices, 2015

Secretary Dabbs moved, and Director Hartman seconded that we approve the Standing Executive Board Practices and Procedures as drafted by President Land as General Resolution No. 2015-1. Our discussion included an explanation of his reasoning behind developing such a draft, and

noted the suggestions for re-wording proposed by Secretary Dabbs this afternoon. We agreed on further re-wording of Section One, and discussed the substance of Section 5 as well as its re-wording. (Vice-President Duffy and Director Jones arrived.) Director Jones expressed his reservations about the draft resolution. Secretary Dabbs read the re-worded paragraphs. Vice President Duffy asked for clarification of the definition of a Special Meeting; would it include briefings such as on the AES renovation and expansion? President Land suggested that if no business is being conducted, nor position of the FCA being established, it's not a special meeting but a briefing. The Resolution, with the changes to the text as read by Secretary Dabbs, passed 8-0-0. A copy of this Resolution is appended to these minutes below.

2015 Delegates and Alternates to Arlington County Civic Federation and Alexandria Federation of Civic Associations

FCA is entitled to four delegates and four alternates to the Arlington County Civic Federation (ACCF). President Land described the functions of the ACCF. Vice President Duffy suggests that he and Guy should be delegates. After discussion, President Land so appointed them, as well as Secretary Dabbs and Director Hartman as delegates, and Treasurer Hilz and Directors Fallon, Jones, and Weathers as alternates. Secretary Dabbs will advise the ACCF membership chair of these appointments.

For the Alexandria Federation of Civic Associations, FCA is entitled to one delegate and one alternate. President Land recommends that Andy Dies, an owner in FV, be asked to serve as the FCA representative, following up on her participation last year, with President Land as her alternate. There was general consensus with this approach; President Land so appointed our representative and alternate. (Chris Weathers departed.)

2015 Budget

Treasurer Hilz explained the proposed budget line items. A question was asked regarding what is in the Office Supplies item, which he explained is primarily envelopes for mailing out AFBs to advertiser. Secretary Dabbs noted to new board members that there is a bin of pens/markers/etc. in the locked closet in the FCC for our use and recommended checking there prior to buying anything additional for our use. Treasurer Hilz moved that we approve the proposed budget with the change of showing the 2014 actuals for AFB income and expenses as estimates for 2015. The motion was seconded by Secretary Dabbs, and approved 7-0-0.

Gift to Beth Andrews

Treasurer Hilz moved, and Director Jones seconded a motion to allocate up to \$50 for gift to Beth Andrews as she recuperates from surgery. The motion carried 7-0-0.

AES Status:

Secretary Dabbs explained current state of discussions at the Building Level Planning Committee. President Land explained the traffic congestion issue that is improved greatly by the loop option. There are still concerns that the loop around the playing field poses some safety risks to kids, and questions about the gate closures. Land suggests that the Use Permit would be the way to address the consistency of gate closures over time. Parking spaces required by zoning regulations can be mitigated so some degree with alternate transportation, some on-street parking

counting towards the required total, and reserving 15 spaces in the FVCC lot by agreement with the FV Board. The latter helps to prevent the need to construct 15 more spaces on school grounds. Trees are another consideration; Guy provided a diagram of the trees that the School Board's policies would require to be protected as high priority trees. There are 2 pockets of such trees on Abingdon grounds: one near Ft Reynolds Park, and the seven community-planted trees near 29th St. Fairlington Historical Society is ok with the idea that the latter can be moved as a group on School property. We expressed consensus that the FCA would also be willing to let the community trees be moved as a group with assurance from APS that if they die, they would be replaced with a similar tree.

2015 Activities

President Land will ask for volunteers to head up various activities during the year.

Spring Program Lineup

February: Police Capt. Stuart Ellis

March: County Board member John Vihstadt, plus Field to Table if they want to brief us.

April: Ideas needed soonest. King St Gateway might mature in time—we'll keep our ears to the ground for the next couple weeks.

Fairlington SWAG items—not discussed due to the lateness of the hour.

Adjournment

A motion to adjourn the meeting was made, seconded, and passed at 9:40 pm.

Respectfully submitted,
Carol Dabbs, FCA Secretary

Appendix I to 1/15/15 FCA Executive Board Meeting Minutes
Standing Executive Board Practices and Procedures
General Resolution No. 2015-1
January 15, 2015

Whereas, Article VII, Section 2 of the By-Laws empowers the Executive Board to have general supervision of the affairs of the Fairlington Citizens Association (FCA);

Whereas, the Executive Board has by precedent and practice established a variety of procedures to facilitate the conduct of Executive Board meetings and Association business; and

Whereas, the Executive Board wishes to continue these procedures for 2015 and formally establish the basis for a number of the procedures;

Therefore, Be It Resolved: that the Executive Board adopts the following procedures for the conduct of meetings and Association business during 2015. These procedures shall remain in effect until amended by a majority of the Executive Board.

Section 1. Meeting date and time. The Executive Board shall meet monthly on the second Wednesday of the month at 7 p.m. and shall conclude by 9 p.m., in the Fairlington Community Center, 3308 S. Stafford Street, Arlington VA, unless the Board determines otherwise. The Executive Board may establish special meetings as it deems appropriate.

Section 2. Notice of meetings. Notice of meetings of the Executive Board and of the Association shall be published in the All-Fairlington Bulletin, the FCA website, or the Facebook page of the Fairlington Appreciation Society or other Facebook page associated with FCA. The nature of the notice may vary according to the medium in which the notice is published. Wherever possible, the notice shall identify the general matters to be considered by the Executive Board.

Section 3. Meeting agenda. The agenda for each regular monthly meeting of the Executive Board shall be developed by the President in consultation with Board members and shall be distributed in advance to all members of the Executive Board. In the absence of any amendments, the agenda as presented by the President upon the convening of the meeting shall be adopted by unanimous consent.

Section 4. Order of business. The standing order of business for regular monthly meetings of the Executive Board shall be as follows: Call to Order, Approval of the Agenda, Approval of the Minutes, President's Report, Treasurer's Report, Other Reports, Unfinished Business, New Business, Adjournment.

Section 5. FCA Member comments. Before the beginning of the monthly Executive Board meeting, there shall be an opportunity for FCA members to address the board on matters affecting the community. Member comments shall be limited to three minutes per member.

Section 6. Minutes. The Secretary shall circulate draft minutes of the prior Executive Board meeting to all Board members in advance of the next Board meeting. Technical corrections to the minutes shall be submitted to the Secretary prior to the Board meeting and shall be deemed to be included in the minutes prior to a vote on final adoption of the minutes.

Section 7. Budget. No later than its February meeting, the Executive Board shall adopt a budget for the year, identifying anticipated expenditures by general category and projecting revenues. No later than its July meeting, the Executive Board shall conduct a mid-year review of the budget, amending it as appropriate.

Section 8. Committees and Delegates. At the January meeting of the Executive Board, the President shall appoint the committees specified in the By-Laws and, in consultation with the Board, shall appoint FCA delegates and alternates to the Arlington County Civic Federation and the Alexandria Federation of Civic Associations.

Moved by __Secretary Dabbs_____

Seconded by _Director Hartman_____

Vote _8-0-0_____ Pass Fail

Roll Call:	Carol Dabbs	yea	Mark Jones	yea
	Kent Duffy	yea	Guy Land	yea
	Gretchen Fallon	yea	Doug Penn	absent
	Joe Hartman	yea	Chris Weathers	yea
	Ed Hilz	yea		

Date: _1-15-2015_

Appendix II to 1/15/15 FCA Executive Board Meeting Minutes
Notes from 1/13/15 Listening Session held at FVCC for AES Near Neighbors

The FCA Listening Session on Abingdon Elementary School (AES) renovation and expansion for near neighbors in Fairlington Villages, Park Shirlington, and Shirlington House, held January 13th at the Fairlington Villages Community Center (FVCC) included about 24 attendees. After President Land introduced the process and the participants in the process, Aji Robinson of Arlington Public Schools (Arlington Public Schools) made a presentation explaining the progress to date on winnowing down the possible options for site plans and building configurations, not all of which will be resolved simultaneously. He mentioned that it is not certain if the target dates can be met to report to the School Board and County Board. He also mentioned that an option is under consideration to use 15 of the spaces at FVCC as part of the additional parking spaces required by zoning laws due to the increased number of students after the expansion of AES, although the proposal from APS to the FV Condo Board has not yet been made.

There were questions/answers on the following subjects:

- Ability to count street parking on Abingdon Street in meeting need for additional parking? Not possible because only parking on streets directly adjacent to school property may be considered.
- If Arlington County is discouraging driving in favor of other transportation, why does County ordinance call for additional parking, and why must the new design incorporate so much space for drop-off and pick-up of students in parents' vehicles? President Land explained the County ordinances requiring that expanded buildings provide for expanded needs for parking they create, to protect neighborhood parking, and Mr. Robinson explained that while APS cannot dictate to parents how they get their children to school, APS does make sure that they know the alternatives. He also pointed out that until the approval for the plan must follow the County's pre-determined process, and that final approval is the prerogative of the County Board.
- Frustration was expressed that plans must be made assuming that the zoning requirements are met, not that there will be success in whittling them down somewhat. The FV representative to the PFRC clarified that parking is for teachers and visitors, not for parents dropping off or picking up children at school.
- Questions about the location of proposed storm water ponds, based on concern for loosing green space, and where the water would be discharged to were raised, asking what we know. At this time, the location has not been proposed, but the desire to retain green space has been heard clearly; the water would not drain to adjoining properties, but be discharged into the storm drains.
- In response to questions regarding marine clay and a request that a licensed geotechnical engineer be retained to study the effects of construction and the changes to the AES buildings, Mr. Robinson assured us that all professionals retained are licensed in their fields as required by the County Board.

- Emergency access along the side of AES is now proposed—are there concerns? Mr. Robinson noted that the professional design team is collating those responses from the Taste Test (of exterior options) for tomorrow’s BLPC meeting.
- Has a computation been made of additional trips to the school for non-school activities? Yes, but the increase is not as much as some other elementary school new construction.
- What is the position of the teacher’s union on the number of parking spaces? Do they want the ordinance to be observed, or a variance approved? They are concerned, as many teachers carry considerable amounts of materials to/from school, so they don’t want too many fewer spaces than the school population would call for based on the ordinances. Mr. Robinson pointed out that it is not APS’s desire to build vast amounts of parking, because funds spent on parking are not available to spend on the building per se.
- A follow-up question asked if it would be possible to survey the teachers regarding their needs vs. wants regarding parking? Mr. Robinson indicated that he could look into doing so.
- Another attendee asked if it would be possible for the transportation consultants to assess the amount of materials that teachers bring daily, to which Mr. Robinson responded that such surveys, which represent only a point in time, are not likely to be accurate.
- What assurances can be provided that the planned safety measures (largely the closing off of the drop-off/pick-up loop around the playing field except during those specific periods) will be continued in the future if the loop option is built? Mr. Robinson indicated that it is not possible to provide iron-clad assurances that no changes will be made in the future, but that such changes would probably require authority above that of the principal of AES.
- Later, it was asked how cars and pedestrians could safely mix when the gates would be open in site options B1 and B2. Mr. Robinson indicated that Toole (their contractor) is working on minimizing points of conflict between pedestrians and motorized traffic. He commented that site plans A & C are better in this aspect, and that there are only 9 busses planned for, which arrive at different times, but leave all at once.
- What is the plan for lighting of the parking areas? Mr. Robinson indicated that once it is known where the parking will be, the neighborhood will be consulted and our opinions considered. He described some of the most modern approaches, which direct the light where it’s needed, and away from neighboring buildings. He also pointed out that the current parking lights are owned by Dominion Power, not APS.
- Would not options A and C with all the parking together be easier for lighting and plowing? Mr. Robinson agreed with this assessment, but indicated that the need to provide enough space for cars to be off public streets while waiting to drop off or pick up is paramount. He did not have the information about the actual difference in cars off public streets between the 2 major site plan options.
- Could the track be turned 90 degrees, or shaped other than as an oval, to avoid conflicts between children on the playing field and cars dropping off or picking up? While Mr. Robinson indicted that the track is not regulation length, and therefore not subject to those restrictions, he did very clearly indicate that swapping the locations of the playing field and parking lot is not an option still being considered.

President Land asked for a sense of the meeting regarding a follow-up near neighbors listening session next month, which was overwhelmingly favored by attendees. He will plan it for Tuesday, February 10th, if possible.

President Land reminded attendees that the public is invited to observe the BLPC and PFRC meetings, and to speak briefly at the end of each meeting, but acknowledged that this does not have the back-and-forth nature of these sessions. He also mentioned the general briefing for the entire Fairlington community on this subject to be held by FCA on January 26th at the FCC.

Prepared by Carol Dabbs, Secretary, Fairlington Citizens Association