

## **Buildings and Utilities Meeting Minutes**

Wednesday August 24, 2011

7:30pm

In attendance were: Heather Rogers, Chair; Cindy Engelhart and Kathy Schramek, Board liaison.

Due to the earthquake the regular meeting date was delayed 24 hours. The meeting discussion focused on only two topics.

Asbestos task force results: Members discussed and asked questions regarding the task force methods and results

Possible Laundry Room Closures: At the August workshop, the Board discussed the preliminary results and gave the BUC feedback on their impressions. BUC was asked to re-evaluate their recommendation in light of the Board's feedback. The revised recommendation is as follows:

1. The final locations should be well distributed throughout the neighborhood and have the following characteristics.
  - a. "Find"-ability – It is preferable to be visible from the street to enable new residents to find and use.
  - b. Security of location – It is preferable to be in front of building where foot traffic provides some "witnesses" to any possible crime vs. in the back of a dark walkway area where residents may not leave their lights on.
  - c. Ease of entry while carrying a loaded basket – It is preferable to walk 30' to 75' on the level straight into a laundry vs. up a flight of stairs, 120' to the back of the building and back down another set of stairs in the winter, snow, ice and dark. (This reduces any possible liability issues if the stairs are icy.)
  - d. Parking – Since people may have to drive to these locations there should be either cul-de-sac parking which can be used during the day when folks are at work or on-street parking that is relatively available at night.

As there are only 10 locations with these characteristics, we feel they should not be closed in the early rounds of closures. Instead we feel they should be preserved until about half of the laundries have been closed and usage has shifted.

The locations to be protected from closure in the early stages of this process are the following: Bldg 722,810,936,920,725,523,223,224,535,113.

2. The Committee initially recommended only 4 locations for immediate closure. The pros and cons for adding additional locations were discussed. One significant issue raised was that we did not know how long it would take staff to build the framing and add shut off valves to convert each location. Since the staff is very busy during the spring, summer, and fall, we assumed this work might occur during the winter months, provided we did not have a difficult winter. Rather than inconveniencing residents unduly and having closed locations just sitting empty, we decided not to add any locations to the initial closure recommendations. **They were as follows:**

**818, 545, 522 and 713 and will be referred to as “phase one” closures.** As a reminder, these locations had very low usage, were losing money for the Association and had nearby alternate laundries.

3. After discussion at the Board retreat, the committee was tasked with identifying more locations for closure. In response to the Boards’ request and in recognition that the conversion and filling of storage rooms may go faster than expected, the next 10 locations were discussed. A **second phase of closures** was identified consisting of 3 locations. The order of preference would be:
  - a. Mt. Eagle – Bldg 941 ranked #37 in revenues (While this location has significantly higher revenues than the initial phase one closures and is still making money, due to the level topography it should be relatively easy to cross the low volume street to get to Bldg 965, ranked #51) so it was chosen as the next closure candidate. Note that there are 5 laundry locations on Mt. Eagle and this one is located in the middle of the group. While it would be logical for the users to distribute around to the other locations, even if all users migrate to the same new location, there would be a maximum of 6.5 loads per day at that laundry. )
  - b. Valley - Bldg 708 (If going by only revenues this location initially ranked #6 by revenues would be the first in the second phase of closures. It also has an alternate location nearby but since it is right next to a phase one closure and since the Committee has anecdotal information that the revenues will be increasing in the short term, it was pushed down to second in this phase.)
  - c. Martha Custis - Bldg 208 (The revenues at this location made the initial ranking as #10 but locations #7 and #8 did not have alternate locations nearby. In addition #9 already was between two closures and was protected as having preferable characteristics.)