

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**April 14, 2015 Board Minutes**  
**Fairlington Community Center**

**ATTENDEES:** Jay Yianilos (President), Susan Hunchar (Vice President), Maynard Dixon (Treasurer), Thora Stanwood (Secretary), Karen Conroy (Cardinal Management). Absent: Laura Knapp Chadwick (At Large Member).

Steve Bogdanoff, president of Atlantic Pool Service, presented the status of the pool pre-opening projects. Atlantic installed two new drain grates to bring the Glen into compliance with the 2008 Pool & Spa Safety Act. The kiddie pool gate hinges were replaced so the gate is now self-closing. The management agent stated that she will give Atlantic the Glen pool rules.

**CALL TO ORDER:** The meeting was called to order by the President at 7:00pm.

**RESIDENTS' FORUM** – Tricia Matthai, 4272 S. 35<sup>th</sup> Street (court 15) requested assistance from the board in having the next door (4274) neighbor's patio tree removed as the roots have grown into Ms. Matthai's patio whereby she cannot plant anything. The management agent was requested to locate the letter sent to the owner of 4274 a year ago.

Josh Babb, 4112 S. 36<sup>th</sup> Street (court 5) requested information as to what the Glen's landscape plan is for his front yard now that the sewer backup situation has been resolved. There is a hole that needs to be filled in, regraded, and seeded. He would also like trees planted behind his unit to block the view of King Street. He also requested a fence and gate between his unit and his next door neighbor's unit to keep out non-Glen trespassers.

Arlene de Strulle, court 11, in attendance.

**APPROVAL OF THE MINUTES:**

**4.14.15.01 Motion.** Moved to approve the minutes of the March 10, 2015 board meeting. Motion passed unanimously.

**BOARD MEMBERS' REPORTS:**

President's Report –

Email approval by the board on March 27 for a kitchen renovation at 3539 S. Utah Street (court 9) was duly recorded.

**4.14.15.02 Motion.** Moved to approve the NV Roofing contract in the amount of \$2,425 for chimney screen repair. Motion passed unanimously.

**4.14.15.03 Motion.** Moved to approve a change order in the amount of \$7,965 from NVM Contractors for additional parking lot repair work. Motion passed unanimously.

The board extends its appreciation to Bill Worsley (court 16) for his continued volunteer effort in monitoring the Glen's water usage.

The board is considering options to honor long-time resident, Dale May, who passed away on March 20<sup>th</sup>. Dale lived in the Glen for 40 years and was one of the Glen's landscape volunteers for 30 years.

The board is considering giving the Glen's onsite staff a certificate of appreciation and gift cards to thank them for their diligence in clearing the Glen sidewalks immediately following each snow storm this past winter.

#### Vice President's Report –

The president and vice president attended the April Fairlington Citizens Association (FCA) meeting at which the issues regarding the intersection of S. 36<sup>th</sup> Street and Quaker Lane were discussed.

The Glen Handbook is in the final stages of being updated.

#### Treasurer's Report –

The Treasurer reported that the low roof bid/square foot has increased from \$24.88 in 2014 to \$30.53 in 2015. It was requested that the management agent negotiate the pricing proposals submitted by both Walls and Wagner, roofing companies, for roof replacement in courts 9 and 10.

A draft of the 2016 Glen budget will be given to the board this week. The Treasurer asked the board to pay special attention to: (1) the proposed dues increase of 1.8%; and (2) the proposed budget items for pool furniture (\$10,600), discretionary landscape (\$48,000), and staff pay (a 1% raise).

It was requested that the management agent call Ward Pest Control and tell them to stop the special rat treatment service that was in place due to the new Safeway construction project.

#### Secretary's Report –

A court date of May 21<sup>st</sup> has been set by Arlington County for the owner of the dog that attacked and killed a dog in court 3.

It was requested that the management agent contact Capitol Services to see if they have any suggestions for paper recycling that would keep the paper items from blowing around the Glen on recycle days.

It was requested that the management agent ask the onsite staff to pick up the many tree branches and limbs that are strewn around the Glen.

The secretary will contact the board members with a proposed date on which to survey the Glen sidewalks and porches for damage.

### **COMMITTEE REPORTS:**

#### Landscape –

The spring volunteer cleanup and planting day is scheduled for Saturday, April 25 at 9:00am. Annuals will be available for the volunteers to plant around their courts.

Thrive, Inc. began its tree pruning and removal on April 13. They anticipate that it will take about two days to complete the work ... weather permitting.

Environmental Enhancements (EE) submitted its spring proposal in the amount of \$15,224 (\$3,474 over budget). The proposed projects will be prioritized to determine which ones can be postponed so we stay within the budget.

#### **MANAGEMENT REPORT:**

**4.14.15.04 Motion.** Moved to approve the contract with James R. Walls Contracting in the amount of \$3470 to install copper strips on roofs in court 6 (4136 – 4144) contingent upon the addition of the revised specifications to the contract. Motion passed unanimously.

NOVA Painting began painting of the B building interiors the week of March 2. Management inspected the buildings and all work was completed per the contract by the end of March.

Management confirmed that all Comcast wiring has been buried.

The management agent will contact Verizon regarding the exposed wires in the green boxes around the Glen.

The management agent reported that she contacted Leslie Engelking about submitting a pre-painting carpentry work bid proposal.

**4.14.15.05 Motion.** Moved to purchase the 60-meter version of the Fiberscope sewer line inspection camera recommended by REI, for \$2,800. Motion passed unanimously.

#### **Closed Session:**

**4.14.15.06 Motion.** Moved to go into closed session at 8:53pm to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

**4.14.15.07 Motion.** Moved to return to open session at 8:59pm. Motion passed unanimously.

**4.14.15.08 Motion.** Moved to write off the \$9 owed by account #2012. Motion passed unanimously.

**4.14.15.09 Motion.** Moved to send letter for violation #V0113. Motion passed unanimously.

**ADJOURNMENT:** The meeting was adjourned by the president at 9:00pm.

The next scheduled meeting of the board is Tuesday, May 12, 2015, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,  
Thora Stanwood  
Secretary