

## **FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**

**August 14, 2012 Board Minutes**

**Held at the Fairlington Community Center**

### **ATTENDEES**

Amanda Deringer (Vice President), Jay Yianilos (Secretary), Maynard Dixon (Treasurer), Jonathan Rolbin (At Large) and Terry McGuire (Cardinal Management). Board member absent: Ray Alexander (President).

Glen Co-owners: Alan Bow (Court 1), Susan Hunchar (Court 10), and Alison Burns Trimble (Court 15).

### **CALL TO ORDER**

The meeting was called to order at 7:00pm by Amanda Deringer.

#### **Agenda Item 1: Residents' Forum**

Alison Burns Trimble inquired about the status of her variance to remodel her kitchen at 4280 S. 35<sup>th</sup> Street. Alison also agreed to reach out to and survey reactions from the nearby businesses on Quaker Lane regarding the City of Alexandria's proposal to prohibit left turns from North Quaker Lane onto S. 36<sup>th</sup> Street.

Susan Hunchar asked about the status of Court 10 roof replacement. The Treasurer will e-mail her the schedule. She also wondered about the replacement of the Court 10 parking lot. She was advised that no full lot replacements will be considered until after 2017. Finally, she asked if there will be consideration to reinstate the Buildings & Grounds committee (B&G) and was advised that (1) the prior B&G is now the Court Representatives Group (CRG), with a different charter from the Board, and (2) CRG needs active members. The Board is looking for a volunteer to head the Landscape Committee.

Jonathan Rolbin asked who is maintaining the grass growing into the triple tennis courts. The Vice President will direct Environmental Enhancements (EE) to fix this, and she will also coordinate with the Meadows to complete the beautification of the triple courts.

#### **Agenda Item 2: President's Items**

##### **08.14.12.01 MOTION**

Moved to approve the minutes of the July 10, 2012 meeting of the Board as presented. Motion passed unanimously.

There was discussion on the City of Alexandria's proposal to prohibit left turns from North Quaker Lane onto S. 36<sup>th</sup> Street into the Glen. The City has postponed a vote on this issue until an October meeting of its Traffic & Parking Board. The consensus of the Glen's Board is that

our residents need to have an opportunity to express their opinion on the matter and make it known to the City of Alexandria.

#### **08.14.12.02 MOTION**

Moved to authorize the President to draft and send a letter that will be hand delivered to each Glen address and mailed to off-site co-owners with instructions on how to voice their opinions on the North Quaker Lane/S. 36<sup>th</sup> Street left turn proposal. Motion passed unanimously.

#### **Agenda Item 3: Treasurer's Report**

The Treasurer met with Restoration Engineering, Inc. (REI) regarding our reserve study and agreed on minor changes to the contract from April. This will be circulated to the Board at a later date and voted on at the September Board meeting.

From the Treasurer's ongoing project list, the following updates are reported:

1. EE cannot repair the clogged pipe connecting the two man-hole drain basins behind Court 16. Terry will talk with Dwyer about this.
2. EE is working on a price estimate to replace the degraded cement manhole cover in Court 10 with a metal one.
3. Terry will follow up with the on-site staff regarding stoop repairs.
4. Court 5 roof repair work is an approved expense, but we still have not received a signed contractor from Walls Roofing. Terry will follow up to find out why this is taking so long.
5. It is agreed that Walls Roofing, not on-site staff, will experiment with application of a chemical solution to fix the mossy stained roofs.
6. Further discussion on the Vanguard account has been tabled until next month's meeting.

#### **Agenda Item 4: Management Report**

The Property Manager has provided staff work logs for June, July, and early August.

The Property Manager recommended that the Board adopt the Complaint Policy, which is required under Virginia law for the receipt and resolution of complaints.

#### **08.14.12.03 MOTION**

Moved that the Board adopt the Complaint Policy (Administrative Resolution 12-2) and mail it and the prior approved resolution Requests for Examination and Copying of the Council's Records (Administrative Resolution 12-1) to co-ownership. Motion passed unanimously.

#### **08.14.12.04 MOTION**

Moved that the Board approve the painting contract with NOVA Painting for Courts 13-16 at a cost of \$49,990 (related carpentry to be done and billed separately by Engleking). Motion passed unanimously. Terry will authorize Ray to sign the contract in its current form with specs attached and typos corrected.

The termite treatment contract with Ward Pest Control needs a signature. Termites were found on the exterior windows at 4310 S. 35<sup>th</sup> Street. Amanda signed the contract.

Rat issues reported in Court 4 were addressed with Ward Pest Control. The overgrown area outside of the patio fences will be examined during the fall landscape walk-through. Because we anticipate an increase in rodent activity during the upcoming Safeway construction project, the Secretary submitted a draft letter to the City of Alexandria asking them to place bait boxes outside our fence along King Street during the project. The Board will also consider increasing monthly visits from Ward Pest Control and asking for additional bait boxes in the Glen.

**08.14.12.05 MOTION**

Moved that the Board adopt Option 3 from Pro-Pave, Incorporated for basketball court repairs to include a complete removal and replacement of the sub base, installation of surface asphalt overlay, and resurfacing of the court at a cost of \$19,651.00. Motion passed unanimously.

**08.14.12.06 MOTION**

Moved that the Board spend up to \$2500 to finish the beautification of the triple tennis courts to include a new bench, plantings, and seeding - with money to come from reserves. Motion passed unanimously.

**08.14.12.07 MOTION**

Moved that the Board go into closed session to discuss individual homeowner delinquencies and other legal matters. Motion passed unanimously.

**08.14.12.08 MOTION**

Moved that the Board return to open session. Motion passed unanimously.

**08.14.12.09 MOTION**

Moved that the Board schedule a hearing as soon as practical with the complainant regarding uncontrolled dogs in Court 1. Motion passed unanimously.

**08.14.12.10 MOTION**

Moved to turn over accounts 2037 and 5016 for collection activities. Motion passed unanimously.

The meeting was adjourned at 8:56pm.

The next scheduled meeting of the Board is Tuesday, September 11, 2012 at 7:00pm in the Fairlington Community Center.

Respectfully Submitted,

Jay Yianilos, Secretary

