

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

August 8, 2017 Board Minutes

Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Thora Stanwood (Vice President), Bill Worsley (Secretary), Maynard Dixon (Treasurer), and Candace Lewis (Cardinal Management). Absent: Lee Henry (At-Large).

Prior to the meeting, the board held a conference call with Theresa Melson of USI Insurance Services to discuss the proposed insurance policy renewal package.

CALL TO ORDER: The board meeting was called to order by the president at 6:45 p.m.

ENVIRONMENTAL UPDATE:

The Glen has not received a final report from ECS Mid-Atlantic. The Glen's environmental attorney continues to work with ECS Mid-Atlantic and the Virginia Department of Environmental Quality. The owner of the shopping center across Quaker Lane is also trying to reach a settlement agreement with the Glen as soon as possible but is awaiting the final report as well.

RESIDENTS' FORUM:

Susan Hunchar (court 10) inquired about a variance at a unit on South 36th Street.

Bill Layer (court 5) attended the meeting.

APPROVAL OF THE MINUTES:

08.08.17.01 Motion. Moved to approve the minutes of the July 11, 2017 board meeting. Motion passed unanimously.

COMMITTEE REPORTS:

Barbara Dean reported that the Landscape Committee was planning to hold a meeting on August 10. The management agent asked that the committee keep minutes of that and future meetings.

08.08.17.02 Motion. Moved to approve a contract with G&V Tree and Landscaping Services in the amount of \$2,990 for tree trimming throughout the Glen. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President –

Volunteer Appreciation Night will be on September 11 at 7 p.m.

There are no rooms available at the community center for the annual meeting this year on the scheduled date of the meeting, so we need to move the date. The president suggested Thursday, November 2 at 7 p.m., and there were no objections.

The president and treasurer signed the United Virginia Bank form necessary for them to be authorized signers for the Glen's certificate of deposit.

On August 1 the president signed a proposal authorizing Atlantic Pool Service to replace an LED light in the deep end of the pool for \$885, which has been done.

By e-mail vote on July 25, the board unanimously approved a variance for the installation of a handrail at 3558 S. Stafford Street in court 12. The vote is hereby duly ratified and recorded.

The president, with the help of the management agent, has written an essay for the CAI (Community Associations Institute) Association of the Year contest.

The deadline for any budget amendments to be submitted to the board will be August 31.

The president presented a design for the Glen's court signs. The signs will be made of sign foam so they will not rot. Hearing no objections, the President said that he will submit the design for bids.

Vice President –

Structural Repair and Renovations (SR&R) inspected the grading in the alley between courts 2 and 3 due to a flooding problem in the patios of four units in court 2. SR&R will return next week to measure the area for drains that they will recommend as a solution to the problem and will present in a proposal.

The vice president will be meeting with David Dunn of Capitol Services on August 9 to discuss recycling services, signage for the bins, and how to make it easier for residents to know what recyclables go where.

The VP will do a walk-through on August 9 of the Glen's grounds with Adrienne Zaleski, product development manager, of Lancaster Landscapes. The purpose is to show her which courts' plant beds have yet to be pruned/trimmed and that the weeding of the plant beds has not been kept up per the terms of the contract.

Kolas Contracting has been prepping and painting in court 2. The crew has been thorough and good about cleaning up at the end of each day. There have been a couple of minor complaints that Kolas has addressed quickly.

Treasurer –

The treasurer reported that in August the Glen received, and had given the management agent, a total of \$85 for recreation passes and pool parties, which payments are itemized and account-coded in the attached Appendix 1.

08.08.17.03 Motion. Moved to approve the insurance contract in the amount of \$73,472.68, which includes the substitution of Travelers for Hartford as the provider of workers compensation. Motion passed unanimously.

08.08.17.04 Motion. Moved to approve a five-year contract with Capitol Services for trash removal with an initial monthly rate of \$5,623.51 for December 1, 2017 to November 30, 2018, a 1% increase to apply from December 1, 2018 to November 30, 2019, a 1% increase to apply from December 1, 2019 to November 30, 2020, a 0% increase to apply from December 1, 2020 to November 30, 2021, and a 1% increase to apply from December 1, 2021 to November 30, 2022. Motion passed unanimously.

08.08.17.05 Motion. Moved to approve a contract with Precision Safe Sidewalks to remove tripping hazards from sidewalks for \$675. Motion passed unanimously.

08.08.17.06 Motion. Moved to approve a three-year pool contract with Atlantic Pool Service in amount of \$38,350 for 2018, to be followed by a 2% increase in each of the years 2019 and 2020. Motion passed unanimously.

Secretary –

Walls Contracting is able to remove mold from roofs by spraying them with a solution of hydrogen peroxide. To assess the feasibility of this method, the secretary recommended asking Walls for a bid on 4130-4144 South 36th Street, a building in court 6 with a mold problem which copper strips have been slow to resolve.

Walls Contracting has finished its planned work for 2017. The secretary recommended that the Glen notify Walls in writing that it wishes to exercise its option to go ahead with the roof replacements already authorized for 2018. Hearing no objections, the management agent said she would do this.

The secretary surveyed the court lights and found numerous minor problems affecting appearance, such as leaning poles, loose fixtures, dirty and mismatched lenses, mismatched fixtures, and flaking paint. He suggested that the Glen plan to get bids for a large-scale replacement of the court lights in 2018 as the 2013 reserve study recommended.

08.08.17.07 Motion. Moved to approve a \$7,550 contract with NVM Paving & Concrete to replace 1,008 square feet of sidewalk, pending attachment of the Glen's list of locations to the contract. Motion passed unanimously.

MANAGEMENT REPORT:

08.08.17.08 Motion. Moved to approve a contract with REI to provide specifications for replacing the parking lot at court 14, as amended to include the curb and gutter on the 35th Street side of the parking lot, in the amount of \$3,305. Motion passed unanimously.

The management agent raised the issue of where Kolas will park its lift while painting courts 1-4.

08.08.17.09 Motion. Moved to deny a variance request at 4335 South 36th Street in court 10 because the request did not come from the current owner of record. Motion passed unanimously.

EXECUTIVE SESSION:

08.08.17.10 Motion. Moved to go into executive session at 8:46 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:55 p.m.

08.08.17.11 Motion. Moved to turn accounts 2037 and 2056 over to legal. Motion passed unanimously.

08.08.17.12 Motion. Moved to deny reimbursement to account 2038 for the replacement of a window. Motion passed, with one objection.

ADJOURNMENT: The meeting was adjourned by the president at 8:57 p.m.

The next scheduled meeting of the board is Tuesday, September 12, 2017, at 6:45 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley
Secretary

Appendix 1

Pool Party and Misc. Income 2017

Month Recorded in Minutes	Payor	Purpose	Account 30190 Pool Income	Account 30260 Misc. Income	Paid By
June	Monica Wiedemann	Pool Party	25.00		Check
	Sara Tuke	Pool Party	25.00		Check
	Cynthia Geoghegan	Recreation Passes		15.00	Check
	[Not Identified by Nan Lukmire]	Recreation Passes		10.00	Cash
July	Dior Barlow	Recreation passes		10.00	Check
	Alan Frazier	Recreation Pass		5.00	Check
	Lucia Cuellar	Recreation Pass		5.00	Check
	William Stoppel	Recreation Passes		15.00	Check
	Adriel Pond	Recreation Pass		5.00	Check
	Chrysalis Chiropractic Of Alexandria (for Capps)	Pool Party	25.00		
	Nicky Volkert	Pool Party	25.00		Check
	Timothy Hodgson	Pool Party	25.00		Check
	Alexander Wilde	Recreation Pass		5.00	Check
	Tina Marie Masciangioli	Pool Party	25.00		
	Megan O. Pickersgill	Pool Party	25.00		Check
	Nathan Dickey	Pool Party	25.00		Check
	[Not identified by Nan Lukmire]	Recreation Passes		20.00	Cash
	Katrina Lesandric	Recreation Pass		5.00	Check
	Sarah Lloyd	Recreation Pass		5.00	Check
	John Phillips	Recreation Passes		20.00	Check
	Raphael Katkin	Recreation Passes		20.00	Check
Carolyn Lathey	Pool Party	25.00		Check	
August	Nicola F. Volkert	Pool Party	25.00		Check
	Colleen Kennedy	Recreation Pass		5.00	Check
	Pamel Rich	Recreation Pass		5.00	Check
	M.H. Lopez	Pool Party	25.00		Check
	Nicky Volkert	Pool Party	25.00		Check
September	Miriam Oakley		25.00		Check
TOTALS			325.00	150.00	