

**FAIRLINGTON GLEN COUNCIL OF CO-OWNERS**  
**January 10, 2017 Board Minutes**  
**Fairlington Community Center**

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

**CALL TO ORDER:** The meeting was called to order by the president at 5:00 p.m.

**01.10.17.01 Motion.** Moved to go into executive session at 5:00 p.m. to discuss legal matters with our new environmental attorney. Motion passed unanimously.

**EXECUTIVE SESSION – NEW ENVIRONMENTAL ATTORNEY MEETING:**

The board members met with Trent Zivkovich, Kevin Kernan, and Chantal Annefeld, representing Whiteford, Taylor & Preston, a legal firm hired to advise the board on matters relating to environmental issues.

The board reconvened in regular session at 6:02 p.m.

**RESIDENTS' MEETING WITH NEW ENVIRONMENTAL ATTORNEY:**

A meeting open to all Glen residents was held with the three representatives of Whiteford, Taylor & Preston, who answered residents' questions regarding chemical testing by ECS Mid-Atlantic around courts 1, 2, 13 and 14 and related matters.

Residents attending the meeting included David Sherman (court 1), Margaret Windus (court 1), Bob Bemben (court 1), Alan Bow (court 1), Chris and Melissa Keightley (court 2), Barbara Collier (court 14), Susan Hunchar (court 10), Jocelyne Corderot (court 1), Madelyn Johnson (court 1), Andrea Downing (court 2), Lynda Lyle (court 14), Michelle Woolley (court 2), and Josh Babb (court 5).

This segment of the meeting concluded at 7:15 p.m.

**CALL TO ORDER:** The board meeting was called to order by the president at 7:20 p.m.

**RESIDENTS' FORUM:**

Josh Babb (court 5) discussed his variance request for an egress window on the side of his Dominion unit.

**01.10.17.02 Motion.** Motion to approve a variance request for the installation of a side egress window and window well, which will not be visible from the front of the building and will have minimal visual impact, at 4112 South 36<sup>th</sup> Street (court 5). The motion passed with a vote of 4-0, with the at-large member abstaining.

**APPROVAL OF THE MINUTES:**

**01.10.17.03 Motion.** Moved to approve the minutes of the December 13, 2016 board meeting. Motion passed unanimously.

**COMMITTEE REPORTS:**

Landscape contracts were tabled because of lack of time.

## **BOARD MEMBERS' REPORTS:**

President –

By e-mail vote on December 19, the board unanimously approved two landscaping proposals, one a contract with G&V Tree & Landscape Services in the amount of \$10,310 and the other a contract with Greenstreet Gardens in the amount of \$2,500 for shrub trimming and cleaning of landscape beds. The vote is hereby duly ratified and recorded.

By e-mail vote on December 29, the board unanimously approved a variance request for the installation of new refrigerant lines to be concealed in a false downspout on the rear exterior of 3566 S. Stafford Street in court 12. The vote is hereby duly ratified and recorded.

Vice President –

The vice president asked that the management agent contact REI to inspect the persistent drainage problem in court 10.

**01.10.17.04 Motion.** Moved to accept the revised limited license and hold harmless agreement with ECS Mid-Atlantic as presented by the Glen's environmental attorney, Trent Zivkovich. Motion passed unanimously.

The management agent was asked to send a notice to residents containing contact information for ECS Mid-Atlantic.

Treasurer –

The treasurer proposed a blanket variance for sump pumps that requires a co-owner to obtain board approval for how and where the pump will drain to the outside.

**01.10.17.05 Motion.** Moved to accept the handbook sump pump blanket variance. Motion passed unanimously.

**01.10.17.06 Motion.** Moved to approve a contract with REI in the amount of \$3,580 to identify needed spot roof repairs in courts 1-4. Motion passed unanimously.

**01.10.17.07 Motion.** Moved to approve a contract with Dwyer Plumbing Corp. in the amount of \$6,500 to repair the sewer lateral at 3571 A-2 South Stafford Street (court 3). Motion passed unanimously.

**01.10.17.08 Motion.** Moved to approve a contract with Power Systems Electric (PSE) in the amount of \$1,982.41 to replace a lighting circuit at 3501 S. Stafford Street (court 1), with the amount to be charged to reserves. Motion passed unanimously.

Secretary –

The secretary asked the management agent to increase the number of contractors bidding for the 2017 paint contract for courts 1-4 to try to get the expense down closer to the 2017 budgeted amount.

The secretary recommended that consideration of the Williams and Kolas bids to paint the chain link fence along King Street be tabled until 2018 when the budget is more likely to allow such work and more bids can be sought.

The three stoop renovations in court 9 are completed. The contractor will be back in March to continue the stoop renovation project, starting with court 10.

The roof replacements in courts 12 and 8 will begin in April.

At Large –

The at-large member said that the FIOS installation of buried lines has begun in courts 6 and 7.

**MANAGEMENT REPORT:**

The president signed the AIA contract for roof repairs for courts 13-16, the bid for which had already been approved.

The contract with Cardinal Management Group has been auto-renewed with a 1.2% increase based on the change in the consumer price index for the metropolitan Washington area for the previous 12-month period. Effective January 1, 2017, the annual fee is \$75,353.62.

**EXECUTIVE SESSION:**

**01.10.17.09 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 8:56 p.m.

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

The next scheduled meeting of the board is Tuesday, February 14, 2017, at 6:45 p.m. in the Fairlington Community Center.

Respectfully submitted,

Bill Worsley  
Secretary