

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

June 10, 2014 Board Minutes

Held at the Fairlington Community Center

ATTENDEES: Jay Yianilos (President), Corey Love (Vice President and Landscape Chair), Maynard Dixon (Treasurer), Laura Knapp Chadwick (At-Large Member), Susan Hunchar (Secretary), Karen Conroy (Cardinal Management), and Todd Heron (Court 4)

The meeting was called to order by President Jay Yianilos at 7:00 pm.

Residents' Forum

Todd Heron of Court 4 had questions regarding a variance request that he plans to submit soon. He was advised of the Glen's procedures for variances.

06.10.14.01 MOTION

Moved to approve the minutes of the May 13, 2014 Board meeting. Motion passed unanimously.

President's Report

06.10.14.02 MOTION

Moved to ratify prior email vote to approve the proposal from Astracor LLC for the amount of \$840 for custom masonry training for our Onsite Staff. Motion passed unanimously.

The onsite staff will be trained at Astracor's training center off Duke St. from 9:00 am-noon on Fridays in June and July starting June 13. Training will be held on Thursday, July 3 because Friday, July 4 is a holiday.

The new tractor and cart were delivered on May 19. Arrangements are being made to donate the old tractor to Edison High School's Edison Academy automotive program.

The B Building basement cleanup went well with not much having to be removed by the Onsite Staff. Cardinal Management will send letters to those residents who have not complied.

NVM submitted a proposal for sidewalk repair at 4301 S. 36th Street. Cardinal Management was asked to procure another bid. The Vice President will speak with a resident who is in the masonry business, also.

Discussion concerning smoking at the pool was started after a complaint was lodged. Discussions will continue after the pool closes. Cardinal Management was asked to purchase a black smoker station for outside the pool for approximately \$50.

06.10.14.03 MOTION

Moved to approve the variance request for a kitchen renovation at 4217 S. 36th Street. (Court 11). Motion passed unanimously.

Vicky Mason was thanked for her years of service as the Court Representative for Court 6. A new court rep is needed.

A request was received from a Court 12 co-owner to remove a birch tree because of the possibility of roots damaging the patio and water pooling in the area. The Vice President and Landscape Chair will look at several options.

Vice President and Landscape Chair Report

Thrive, our tree service, removed several trees and did major pruning and stump grinding under the spring contract. Thrive failed to give the required one-week advance notice and our displeasure was noted. There were scuff marks on the basketball court and several cable TV lines were cut. The Chair reported these and they were corrected.

Environmental Enhancements (EE) submitted a proposal for the King St. Buffer Phase 2. The Chair has requested that EE use the highest quality plantings and propose their best pricing.

The At-Large Member reported on her continued discussions with the County about plantings and a welcome sign at the Taylor Street entrance. She was told that as long as there is no utility easement blocking the work, there should not be a problem. Planting will be planned for the fall.

EE was informed that the contracted pruning along King Street was not done, and they responded that they will have it done immediately.

06.10.14.04 MOTION

Moved to accept the Environmental Enhancements proposal for the remaining spring enhancements for the amount of \$1758. Motion passed unanimously.

Treasurer's Report

Cardinal Management should change the name "Virginia Commerce Bank" to "United Bank" in the Financial Statement Schedule 5 Cash and Investments.

The draft 2015 budget is ready and will be voted at the July Board meeting.

The Treasurer handed the manager three checks from residents (\$25 each) to pay for three non-private pool party reservations.

The Onsite Staff is using the new electronic work log that was designed by the Treasurer. Training by the Treasurer continues as needed.

06.10.14.05 MOTION

Moved to approve the roofing proposal from Autumn Contracting, Inc. for Vermont slate only for partial roofs at 3500 S. Stafford St. and 4202-4210 S. 35th St. (Court 14), 3575-3579 S. Stafford St. and 3561-3563 S. Stafford St. (Court 3) for the amount of \$164,200. Motion passed unanimously.

Court reps will be notified of planned roof work.

06.10.14.06 MOTION

Moved to approve the proposal from Nova Painting Company for the amount of \$47,495 for painting exterior wood surfaces in Courts, 5, 6, 7 and 8. As required by the specifications that were added to the initial contract draft proposed by NOVA, the painting crews will mark rotten wood for separate replacement/repair by a different contractor, most likely L. Engelking, Inc. Motion passed unanimously.

Cardinal Management will contact L. Engelking, Inc. about pre- and post- painting carpentry for Courts 5-8.

Court reps will be notified of planned painting work.

At-Large Member's Report

Copies of the final draft of the proposed resolution regarding the use of common elements were distributed and discussed. Appropriate Handbook updates will be made.

06.10.14.07 MOTION

Moved to approve Policy Resolution No. 14-01 Addendum to Policy Regarding Use of the Common Elements effective July 15, 2014. Motion passed unanimously.

Cardinal Management will mail copies of Policy Resolution 14-01 to all co-owners and residents.

Management Report

Some concerns about their new health insurance coverage have been raised by the Onsite Staff and will be handled by Cardinal Management.

Dwyer Plumbing will resubmit the invoices for their repair work at 4216 S. 35th St. showing their findings so that residents may be charged accordingly.

James R. Walls Contracting Co., Inc. submitted a proposal for repair and replacement of cornice and dentils at 3537 S. Stafford Street. Cardinal Management will procure another bid.

Tot Lot Info Night was held on June 4, 2014 to discuss plans for the proposed new Tot Lot with the community and answer questions

Discussion was held concerning the timing of renovation of the Tot Lot and replacement of the drains under the swing section of the Tot Lot. More information will be available after meetings with three contractors that will submit bids for the drain work.

06.10.14.08 MOTION

Moved to approve a proposal from All Recreation of Virginia, Inc. for the amount of \$56,650 for the removal and disposal of the present Tot Lot equipment and borders and installation of new equipment, borders and additional pea gravel. Motion passed unanimously.

President requested Cardinal Management to procure a second proposal from Power Systems Electric (PSE) for lighting in the area of the basketball court and alley between Courts 12 and 13 to include 6' posts instead of 8' and the lower wattage characterizing the present carriage lights in the Glen.

Discussion concerning the use of unassigned parking spaces was started and will continue. Residents in some courts are monopolizing the unassigned spaces resulting in complaints by other residents that this behavior is not fair to others. Some suggestions have been made that include eliminating the unassigned spaces and thus enlarging present spaces when repaving is done and enforcement of any new rules might be unmanageable.

06.10.14.09 MOTION

Moved to go into closed session at 8:52 pm to discuss individual homeowner delinquencies, violations and other legal matters. Motion passed unanimously.

06.10.14.10 MOTION

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

06.10.14.11 MOTION

Moved to turn over to legal for collection accounts 2021, 3025, 3124 and 5016. Motion passed unanimously.

The meeting was adjourned at 9:00 pm.

The next scheduled meeting of the Board is Tuesday, July 8, 2014, at 7:00 pm in the Fairlington Community Center.

Respectfully submitted,

Susan N. Hunchar
Secretary