

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

**May 13, 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), Eric Zulkosky (Court 15), and Megan Pickersgill (Ct. 10 and Tot Lot Chair).

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

### **Residents' Forum**

Eric Zulkosky questioned the lawn mowing schedule and expressed interest in volunteering for Glen projects. Landscape Chair responded about the mowing schedule and added that the recent rainy days have impeded mowing.

Megan Pickersgill presented the Tot Lot Committee's additional proposal for the new Tot Lot. The committee has selected the proposal and design by All Recreation (ALL Rec) using Playworld Systems equipment for the amount of \$56,650. The proposal includes removal of present equipment. To accommodate three swings in the swings area, the space must be expanded approximately 6' in order to meet American Society for Testing Materials (ASTM) and Consumer Product Safety Commission (CPSC) standards. The committee also received a proposal from VA Playgrounds for BCI Burke equipment but chose All Rec based on greater responsiveness and service. All Rec designed and installed the present Glen Playworld equipment and has done many installations in the area. The recommended proposal will be posted on the Glen's website, the community will be notified via the Yahoo group and a final committee design planning meeting will be scheduled.

### **05.13.14.01 MOTION**

Moved to approve the minutes of the April 8, 2014 meeting. Motion passed unanimously.

### **President's Report**

### **05.13.14.02 MOTION**

Moved to ratify prior email vote to approve a contract with Power Systems Electric (PSE) in the amount of \$2553.33 to repair an underground fault affecting carriage lights in Court 3. Motion passed unanimously.

### **05.13.14.03 MOTION**

Moved to ratify prior email vote to approve a contract with Neptune Aquatics in the amount of \$3,380 to replace the four below-surface pool lights with high efficiency LED pool lights. Motion passed unanimously.

### **05.13.14.04 MOTION**

Moved to ratify prior email vote to approve a contract with Neptune Aquatics in the amount of \$1,174.12 for chlorine and miscellaneous pool repairs needed for pool operations. Motion passed unanimously.

### **05.13.14.05 MOTION**

Moved to ratify prior email vote to approve a contract with Environmental Enhancements (EE) totaling \$1,064 to plant a Red Bud tree in place of the fallen Crab Apple tree between Courts 11 & 12 and to install Brown Eyed Susans and other plant material in the common areas surrounding the pool. Motion passed unanimously.

### **05.13.14.06 MOTION**

Moved to ratify prior email vote to approve Board Vice President and Landscape Chair to spend an amount not to exceed \$500 to purchase plant materials for the Glen's Spring Clean Up and Planting Day. Motion passed unanimously.

The President signed the 2014 pool operations contract with Neptune Aquatics on April 17, 2014. The cost is \$44,211 and includes an extended schedule.

The President approved a proposal from Dwyer Plumbing for leak and search repairs at 4216 S. 35<sup>th</sup> St. (Court 14) to determine source of the leak. The cost is \$800.

The pool opens on May 24 and the opening party will be on May 31 with a rain date of June 1.

The At-Large Member suggested having the donation box for our troops in Afghanistan at the pool party.

The At-Large Member will post information about the Glen collecting donations for our troops in Afghanistan on the Fairlington Citizens Assoc. (FCA) Facebook page to broaden the scope of donations and a reminder will also be posted on the Glen's Yahoo listserv.

The Spring Clean Up and Planting Day on April 26 was a success with 19 people planting flowers, removing ivy from trees, pruning branches, and picking up trash. Future cleanup days have been suggested by residents.

Court 8 residents received trash pickup reminders in an effort to curb the recurring problem of trash being put out at night.

Ed Hilz of the FCA sent a copy of the new Fairlington-Shirlington Neighborhood Conservation Plan, a community-based update to the area's 1987 plan that identifies needed services and improvements for these neighborhoods. The Plan was recently accepted by the County Board.

The new tractor and cart should be delivered soon. The Secretary will check if Thomas Edison High School in Franconia would like to have our old tractor for class instruction and if the school does, we will donate it.

### **Vice President's Report and Landscape Chair's Report**

June 7 will be another day for volunteers to remove ivy from perimeter trees.

The Spring enhancement work is almost completed.

Boulders and mulch have been installed by the electric power box near the sidewalk by courts 16 and 9 to discourage dogs. The small size of the "boulders" was noted and one was broken during placement.

#### **05.13.14.07 MOTION**

Moved to approve proposal from Thrive, Inc. for their organic nutrient management program for the amount of \$149 but not for the Arbortect injections for the sycamore trees. Motion passed unanimously.

The Taylor Street Accent Planting proposal from Environmental Enhancements (EE) was tabled while the At-Large Member continues to pursue options for a welcome sign at that entrance.

#### **05.13.14.08 MOTION**

Moved to approve the proposal from Thrive, Inc. for Spring pruning and tree removal for the amount of \$7,055. Motion passed unanimously.

### **Treasurer's Report**

Action on the roofing work planned on Courts 3 and 14 was tabled until Restoration Engineering, Inc. (REI), comments on the large difference in the bids received from Autumn Contracting, Inc., a new bidder, and Walls Roofing, our prior contractor.

#### **05.13.14.09 MOTION**

Moved to approve Treasurer's proposal to have the \$48,463 budget surplus reported in the 2013 audit reclassified from Unappropriated Members' Equity as follows: \$38,770 (80%) to Replacement Reserves and \$9,693 (20%) to Contingency Reserves. Motion passed unanimously.

#### **05.13.14.10 MOTION**

Moved to approve Treasurer's proposal to have Cardinal Management transfer the \$38,770 surplus addition to the Replacement Reserves to the Glen's Vanguard Fund Reserve account. Motion passed unanimously.

#### **05.13.14.11 MOTION**

Moved to approve Treasurer's proposal to have Cardinal Management (a) transfer the Glen's Contingency Reserve funds from the Glen's operating account, United Bank account \*6646, to a new account to be established solely for contingency funds within the same bank, and, if the bank will allow, (b) give this account a nickname that identifies the purpose of the new account. Motion passed unanimously.

NOVA Painting Company will provide a new contract draft with the detailed specifications for Courts 5-8 incorporated into the contract.

REI will be asked to develop specifications for the revised parking lot maintenance work it recommended for 2014.

The Onsite Staff is being trained to use the new electronic work log developed by the Treasurer.

### **At-Large Member's Report**

The proposed revised Common Elements Use resolution was reviewed noting that residents' comments or suggestions were included in the revision as appropriate. The draft will be sent to legal for final review.

Options for a welcome sign at the Taylor St. entrance will continue to be explored. Cost and county easements are the major impediments.

### **Secretary's Report**

Secretary requested agreement to go forward with having Dave Daly of Astracor LLC make a site visit and submit a proposal for basic masonry training for the Onsite Staff. Dave Sherman of Court 1 has agreed to be the contact. The Board agreed to go forward.

### **Management Report**

The water leak in 4216 S. 35<sup>th</sup> St. was identified as originating in the B2 unit and was a pinhole leak near the laundry closet. Dwyer Plumbing repaired the leak and the owner has been informed that it is the owner's financial responsibility.

Another bid for the sidewalk repair at 4301 S. 36<sup>th</sup> St (Court 10) will be sought.

There is a bird's nest in an attic in Court 14 and will be removed by the Onsite Staff.

The Eagle Scout bench project has been completed and it is being used by residents.

Consideration of problems involving the use of unassigned parking spaces was tabled until the next meeting, when the Treasurer will re-submit his proposal to amend the handbook to regulate such use.

### **05.13.14.12 MOTION**

Moved to go into closed session at 8:54 to discuss individual homeowner delinquencies, violations and other legal matters, and an issue involving late billing by a contractor. Motion passed unanimously.

### **05.13.14.13 MOTION**

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

### **05.13.14.14 MOTION**

Moved to turn over to legal for collection accounts 3078, 3124 and 5016. Motion passed unanimously.

The meeting was adjourned at 9:00pm.

The next scheduled meeting of the Board is Tuesday, June 10, 2014, at 7:00pm in the Fairlington Community Center.

Respectfully submitted,

Susan N. Hunchar  
Secretary