

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

### **May 9, 2017 Board Minutes Fairlington Community Center**

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

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

#### **ENVIRONMENTAL UPDATE:**

The management agent gave an update on the status of the chemical testing in courts 1, 2, 13, and 14. Only two co-owners, both in court 13, have failed to respond to efforts to schedule their units for sub-slab soil vapor sampling.

A community meeting to discuss health issues arising from the chemical leak was held on May 3. The meeting was moderated by the Glen's environmental attorney, Trent Zivkovich of Whiteford, Taylor, and Preston. Representatives of the Virginia Department of Environmental Quality, Arlington County Public Health Division, and the Virginia Department of Health answered questions from residents.

#### **RESIDENTS' FORUM:**

Mary Elizabeth Harney (court 3) attended to request a variance for her kitchen renovation.

**05.09.17.01 Motion.** Moved to approve a variance for a kitchen renovation at 3571 S. Stafford #B1 (court 3), which includes removing a portion of a non-load bearing wall and drilling a hole in the exterior masonry for an exhaust vent. Motion passed unanimously.

New residents Mike and Laura Stuberg (court 5) attended to learn about the Glen's board meetings and current issues in the Glen.

Susan Hunchar (court 10) also attended the meeting.

#### **APPROVAL OF THE MINUTES:**

**05.09.17.02 Motion.** Moved to approve the minutes of the April 11, 2017 board meeting. Motion passed unanimously.

#### **BOARD MEMBERS' REPORTS:**

President –

By e-mail vote on April 21, the board unanimously approved a contract with Kolas Contracting in the amount of \$2,000 to repair a rear porch overhang, using slate for the roof material, at 4130 S. 36<sup>th</sup> Street (court 6). The vote is hereby duly ratified and recorded.

On April 24, the president signed a contract with Precision Safe Sidewalks for \$922 to remove trip hazards.

On April 25, the president signed a contract with Structural Repair and Renovations for \$760 to extend and bury two gutter downspouts close to the concrete work at the B building in front of 4317 S. 36<sup>th</sup> Street in court 10.

The president proposed putting some signs in the B buildings so that people will not put disallowed items in the basements. The board supported the proposal.

The president has researched court sign designs currently used in Fairlington. He will proceed to get quotes for a design that includes two post signs.

The president proposed that the board consider getting a pool cover to prevent algae from accumulating over the winter and to keep debris and animals from getting into the pool. The management agent will get some bids and warranty information.

Treasurer –

The treasurer proposed that the Glen set up a credit card with a \$3,000 credit limit with Mutual of Omaha that could be used by the management agent, the president, and treasurer to purchase items online which do not get invoiced.

**05.09.17.03 Motion.** Moved to approve establishing a credit card with a \$3,000 credit limit with Mutual of Omaha. Motion passed unanimously.

**05.09.17.04 Motion.** Moved to approve a contract with Goldklang Group to audit the Glen's financial statements as of December 31, 2017 and 2018. Motion passed unanimously.

**05.09.17.05 Motion.** Moved to approve a contract in the amount of \$1,000 with CTI Consultants, Inc. to drill four cores in court 14 to determine the depth of the asphalt. Motion passed unanimously.

The treasurer has prepared a budget for 2018 and will submit it for a vote at the July board meeting.

The treasurer and president replaced the maintenance office computer, which had a hard drive failure last week. The cost, including a monitor and backup drive, was \$1,095.76, which will be charged to reserves.

Secretary –

The secretary reported that the county arborist is not in favor of removing the county's tree in the middle of court 14 because it is yet not a hazard. If the Glen replaces the parking lot in court 14, the contractor will need to work around the tree's roots, which are overhanging the parking lot.

At Large –

The at-large member contacted Verizon's subcontractor about reseeding some areas of the Glen where FIOS cables were installed.

#### **COMMITTEE REPORTS:**

No one from the landscape committee was present.

The board decided to table a landscape proposal for a planting at the corner of S. Taylor and S. 36<sup>th</sup> Street, pending getting further information about whether it is safe to plant around the utility box in the middle of the area.

**05.09.17.06 Motion.** Moved to approve a contract with Lancaster Landscapes in the amount of \$2,625 for proposal #28079 (revised) for landscape enhancements on the side of 4301 S. 36<sup>th</sup> Street in court 10. Motion passed unanimously.

**MANAGEMENT REPORT:**

Next month's financial report will reflect the new Morgan Stanley account, which will contain the Glen's certificates of deposit and reserve funds.

A proposal by Structural Repair and Renovations to extend gutter downspouts and tie them into the new French drain in court 10 in front of 4325-4329 S. 36<sup>th</sup> Street was tabled, pending determining whether the new French drain alone will solve the drainage problem there.

The management agent discussed a proposed \$450 survey by Structural Repair and Renovations to explore solutions for a drainage problem at 3549 S. Stafford Street in court 2. She will obtain more information.

Concrete repairs at the pool have been completed.

**05.09.17.07 Motion.** Moved to approve a blanket variance to allow installation of sub-slab depressurization units at sides of buildings if the unit will not be facing the street. Motion passed unanimously.

**EXECUTIVE SESSION:**

**05.09.17.08 Motion.** Moved to go into executive session at 8:45 p.m. to discuss individual homeowner delinquencies, violations, and other legal matters. Motion passed unanimously.

The board reconvened in regular session at 8:57 p.m.

**05.09.17.09 Motion.** Moved to turn over accounts 2113 and 3074 to the Glen's attorney for collection. Motion passed unanimously.

**05.09.17.10 Motion.** The board decided not to move forward with action on account 2013 as the violation has been removed. Motion passed unanimously.

**ADJOURNMENT:** The meeting was adjourned by the president at 8:58 p.m.

The next scheduled meeting of the board is Tuesday, June 13, 2017, at 6:45 p.m. at the Fairlington Community Center.

Respectfully submitted,

Bill Worsley  
Secretary