



The Glen Echo

Newsletter of Fairlington Glen

March/April 2008

NOTE FROM THE PRESIDENT

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Spring has arrived and work in the Glen is in full gear. You will read elsewhere in this newsletter about extensive work underway by our on-site staff, about Phase 2 of the sanitary sewer relining project, and even about preparing for the pool season by having new renters and new owners request recreation passes. There is much going on.

In addition to the work you'll see going on outside, we are pleased to report that we have completed two very important inside projects—revisions of our Glen Bylaws and our Handbook. The Board has worked with many people in the community and with our lawyers for over a year on these two efforts. The Board approved both of them at its April meeting.



New to the Glen? Want to use the Pool?

Please complete the Pool Pass Application which you will find inside this issue.

In the same package as this newsletter, all **co-owners** are receiving a set of the proposed Bylaws, together with an explanation of how they were developed, major changes included, and the process for their formal approval by the community.

In addition, all **residents** will receive a copy of the Glen's Handbook 2008. It will also be available as well on our website. Since each unit in the Glen will receive a Handbook, we are asking non-resident co-owners to access the Handbook online at www.fairlington.org/glenindex.htm.

The Board is pleased to have both these efforts come to fruition. Only with your strong support, however, will the new, updated Bylaws become a reality.

Please read the accompanying memo to learn how you can participate in that effort which will **start with a Community Forum at the FCC 3308 S. Stafford Street at 7:30pm on April 23.**

—Bob Patrician

YOUR STAFF AT WORK

The Glen's onsite staff, **Nelson Ordoñez** and **María Castro**, have begun a number of efforts in addition to their regular work cleaning gutters, replacing slate, cleaning B-buildings, picking up trash, replacing lights, and other on-going maintenance chores. They have, over the past several months—

- Surveyed the entire property for needed fence repairs
- Repaired many gate locks and fence posts
- Updated the inventory of Glen equipment
- Surveyed front stoops and listed those needing brick re-pointing
- Cleaned gutters a second time, as many leaves were late in falling
- Replaced rotten timbers in the Court 4 fence

Plans for the spring months include:

- Removing 20-year old basement carpet in most B-buildings and painting the floor (carpet will be left on steps)
- Re-pointing bricks on stoops
- Adding downspout extensions where water discharges into common landscaped areas
- Inspecting and cleaning storm catch basins

Lynn House, our Management Agent, and Michael Childers, also of Cardinal, work with our on-site staff. Many court representatives provide Lynn with maintenance reports on a form developed by the Court Representatives Group. All these efforts help to keep the Glen in good repair. You can get in touch with Lynn at l.house@cmgmt.com or at 703-569-5797 X 5010.



INSURANCE CERTIFICATE

Should you need an insurance certificate for the Glen's insurance, you can request the certificate in two ways: (a) fax the request to 703-739-0394 to **Linda Leonard's** attention at **USI**, or (b) request using the USI website at www.usi.condo.com. Most certificates are completed within 24 hours.

SEWER RELINING, PHASE 2

Phase 2 of the Glen’s sanitary sewer relining project with US Sewer & Drain will take place during the week of April 21st. Work will be done from the outside; entry to the units listed below will generally not be needed. In many cases excavation is not required, as access is available from a manhole in the court. Water to the entire court will be turned off while work is underway and the liner is curing. We appreciate the inconvenience to affected courts and seek your support of this needed sewer system renovation.

- Court 1 3509A S. Stafford St.
- Court 1 3517B S. Stafford St.
- Court 1 3523B S. Stafford St.
- Court 3 3565A S. Stafford St.
- Court 3 3571-A2 S. Stafford St
- Court 6 4136 S. 36th St.
- Court 6 4150 S. 36th St.
- Court 6 4164 S. 36th St.
- Court 6 4172 S. 36th St.
- Court 15 4240-A2 S. 35th St.

LANDSCAPE MEETING AND INFORMATION UPDATE



Spring planting will begin in the next week or two. The Board approved a proposal from Environmental Enhancements (EE) for \$10, 430 based on input from residents and the Spring walk-about which was held in early March. Separately, a Thrive Tree Service bid in the amount of \$4, 645 was also approved.

The Landscape Committee will hold their next meeting on **Wednesday, April 16 at 7:30pm** in the newly renovated FCC (located at 3308 S. Stafford Street) to discuss herbicides, red reflector policy, and assessment of the grounds care in general as the three year contract with EE is up for renewal next year. **Interested residents are encouraged to attend.**

Many of you provided emergency contact information (home, work, and cell phone numbers) on the welcome form sent by **Cardinal** when they became our management company last year. We would like to expand the number of people for whom we have such information. It proved very useful in a sewer backup situation a few months ago, enabling us to borrow a key and enter a unit during the day. Please fill out the form below, whether you are an owner or a renter, and send it to **Cardinal** so that we can reach you in an emergency.

[Though it would be a rare event, the bylaws provide a right of entry to a person authorized by the Board in case of emergency, whether the co-owner is present at the time or not. It would be much easier if, instead, we could reach you. Thanks!]

FAIRLINGTON GLEN EMERGENCY CONTACT INFORMATION

CO-OWNER’S NAME: _____

CO-OWNER’S MAILING ADDRESS: _____

RENTER’S NAME: _____

GLEN ADDRESS: _____

CO-OWNER’S CONTACT INFO:

HOME PHONE _____

WORK PHONE _____

CELL PHONE _____

E-MAIL _____

RENTER’S CONTACT INFO:

HOME PHONE _____

WORK PHONE _____

CELL PHONE _____

E-MAIL _____

PLEASE RETURN FORM TO: Lynn House
Cardinal Management Group, Inc.
4330 Prince William Parkway, Suite 201
Woodbridge, VA 22192

You may also e-mail the above information to Lynn at l.house@cmgmt.com
or fax it to her at 703-866-3156