

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

**March 10, 2020 Board Minutes**

**Fairlington Community Center**

**ATTENDEES:** Charlie Robbins (President), Maynard Dixon (Treasurer), Jeremy Wiedemann (Secretary), TJ Doyle (At-Large Member), Vicky Moore (on-site manager), and Candace Lewis (Cardinal Management). Vice President William Layer was not in attendance.

CALL TO ORDER: The board meeting was called to order by the President at 6:30 p.m.

### **ENVIRONMENTAL UPDATE:**

The management agent read the following statement into the record:

*The Board and its environmental counsel are currently negotiating terms of the revised draft Environmental Covenant and Operations & Maintenance Plan with TBR Associates, the owner of Fairlington Centre. These agreements would establish future obligations for TBR's monitoring of soil vapor and groundwater conditions underlying the Glen, establish remedial end points and processes, more generally address TBR's environmental obligations for Fairlington Centre itself, and also provide a means for enforcing TBR's performance of those obligations in the future. The terms and conditions of these two agreements will also need to be approved by Fairlington Meadows, the Virginia Department of Environmental Quality, and to a certain extent, TBR's secured lenders.*

### **RESIDENTS' FORUM:**

Residents attending included: Michael Wells (court 7), Thora Stanwood (court 2), Tina Collier (court 3), and Seth Theuerkauf (court 6).

Mike Wells from court 7 communicated a resident in his court's concern with the plan to restripe the lot. The resident was upset with the threat to tow vehicles and the delay of the work. The re-striped project was initially planned to complete 3/10, but has been rescheduled to conclude Tuesday, 3/17 due to rain. The onsite manager will include the potential for rain delay in future notices and will soften the towing language to communicate that vehicles will be moved to another spot in the neighborhood and not impounded.

### **BOARD MEETING MINUTES:**

**3.10.20.01 Motion.** Moved to approve the minutes of the February 11, 2020 board meeting. Motion passed unanimously.

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

President –

The President noted that the All Fairlington President's Quarterly Meeting is scheduled for April 2020. The Arlington County fire chief will attend that the President's Meeting to answer questions on the county fire code, the Glen President also plans to ask the Meadows President about the cost of their fence replacement project, and if they would recommend the contractor they used.

The President noted that the winter season has been especially mild this year with only one measurable weather episode that required snow removal.

Vice President –

The Vice President was not in attendance.

Treasurer –

The Treasurer noted that peeling paint was reported at 4119 36<sup>th</sup> St S in court 4. After investigating, he communicated via email that the on-site team should scrape and re-paint this area since it will not be part of the professional painting cycled work until 2021. The on-site manager reported that staff has had a chance to scrape the area and plans to paint once the weather allows for it.

**3.10.20.02 Motion** Moved to approve REI's three bid proposal to bid, design, and administer the replacement of the parking lots in courts 5, 10, and 13 as outlined in Exhibit E of the board package. Motion passed unanimously.

The Treasurer asked about any remaining painting work held-over from the 2019 contract with Williams. The management agent communicated that this is correctly outlined in the current project list.

The Treasurer also asked about any remaining carpentry work left from the 2019 cycle and the management agent communicated that this is outlined in the current project list – specifically two column bases, which may lead to the columns also being replaced.

Secretary –

The Secretary had no items report.

At-Large -

The At-Large Member communicated that a resident had asked him if there was a plan to replace the fences in the Glen. The Treasurer noted that this is part of the reserve study and we plan to replace them in the future and are saving for it. The management agent also communicated that the onsite staff is capable of making many different repairs to fences including slats and posts and residents should report any specific problems with their fences for repair.

The At-Large Member also reported that he plans to put a posting on the Glen's website to point to Federal or County resources regarding the Coronavirus and asked the management agent if she had a template he could borrow. The management agent noted that different communities were drafting their own wording, but that she would forward any communication that came from the Glen's council.

The At-Large Member also plans to update the meeting minutes on the website to replace any that are not opening. The Treasurer offered to send any meeting minutes that need to be replaced.

A community member asked the At-Large Member if there were any updates to improving the 36<sup>th</sup> and Quaker intersection. The At-Large Member is going to reach out the FCA as he attempted to create a committee with them and never heard a response. The At-Large Member is also going to attempt to leverage the recent communication with

Alexandria over landscaping improvements to King St to see if he can get a better contact to address the overall concerns with the safety of the intersection.

## **COMMITTEE REPORTS:**

### Pool

The Secretary reported that a meeting of the Pool Committee is planned for March 18<sup>th</sup> and they plan to cover the plan to issue new pool passes for the 2020 season.

The onsite management agent noted that the planters out front of the pool need to be replaced.

The operating hours for the pool will again be extended in 2020 as they were in 2019 at an expense of \$550 as was done last year.

### Landscape

Landscape committee chair Thora Stanwood communicated that she and two tree stewards, one from the Arbor's landscape committee, met with Bob Williams, the Division Chief of Alexandria's Natural Resources division, to discuss the run-off and storm drainage issues along the King Street thoroughfare. The group asked Mr. Williams to look into what is causing plantings to die along King Street between 395 and Quaker Lane. Thora asked Mr. Williams if Alexandria would consider an agreement whereby the City would install plantings along the Glen side of King Street and the Glen would maintain them. Mr. Williams seemed receptive to the ideas put forward and will get back to Thora and the others in the near future. The President followed up with a letter requesting that Alexandria consider putting resources into the landscaping along King Street, especially adjacent to the Glen.

Thora has also been working on the dead trees and has prioritized the ones that need removal and is working with the onsite manage to solicit bids for removal.

Thora also asked that the Secretary send the landscape section of the minutes for her review.

### Website

No additional updates beyond what is in the At-Large Member's report.

### B-Building

Committee member Tina Collier communicated that they are 99+ % complete. The paint contractor continues to follow up in the chipping of doors as this continues to be a problem. We will work with the paint contractor to see if there is a way to convert this repair work to the onsite maintenance team.

There is one outstanding issue with a piece of trim that was damaged when the floor work was done. The vendor CCA Floors is aware of this and has accepted responsibility and the committee recommends holding final payment until this trim is replaced.

Maintenance *(new section to be continued forward and added to the agenda)*

Two bids were received for slate roof cleaning to remove the staining and algae. One of the bids was much more favorable and a demo is planned in court 6 (units 4130-4134 36<sup>th</sup> St S) to see how the process works and holds up. The company can also remove mold from paint and brick, both of which are issues throughout the Glen. In addition to this the company assured the committee that the process will not impact resident, pets, wildlife, or landscaping. The cost of the three-unit section approved for the demo was \$650.

Court Representatives (*new section to be continued forward and added to the agenda*)

Mike Wells, the Court Representatives committee chair, thanked the onsite manager for the work she continues to do.

A resident in attendance asked that a mailing go out to all co-owners (reaching out to resident owners and also to off-site owners) introducing the new on-site manager and also again reiterating what the onsite management staff are able to do.

Discussion was raised about the communication of the board packet to the community each month and the At-Large Member offered to post the public section of the board meeting packet to the internet each month when it is received from Cardinal.

#### **MANAGEMENT REPORT:**

**3.10.20.03 Motion** Moved to give onsite Manager an association charge card to make approved purchases. Motion passed unanimously.

**3.10.20.04 Motion** Moved to make the onsite manager a Community Association Institute manager member, giving her access to resources and training at an expense of \$119 annually. Motion passed unanimously.

The management agent again raised the idea of increasing the master insurance policy deductible to \$10,000 from \$5,000. The Secretary asked what kind of impact this would have on the individual co-owner's personal insurance policies. There was uncertainty on if this would increase owner's premiums prior to a claim so the Secretary offered to research his personal policy to understand the impact of a deductible change.

Responding to a request from the Treasurer, the management agent agreed to ask counsel to report on how much leeway the Board has to raise the deductible before the raise becomes a de facto nullification of the Master Deed's requirement that the Glen provide insurance covering the common property and the buildings.

#### **NEW BUSINESS**

None reported.

#### **OLD BUSINESS**

None reported

#### **EXECUTIVE SESSION**

**3.10.20.05 Motion.** Moved to go into executive session at 8:09 p.m. Motion passed unanimously.

The board reconvened in regular session at 8:36 p.m.

**ADJOURNMENT:** The meeting was adjourned by the President at 8:37 p.m.

The next scheduled meeting of the board is Tuesday, April 14, 2020, at 6:30 p.m. at the Fairlington Community Center – *as of the completion of these minutes, the community center will be closed as part of Arlington County’s emergency response to the COVID-19 outbreak and the meeting will likely be held virtually.*

Respectfully submitted,

Jeremy Wiedemann  
Secretary