

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

**August 11, 2020 Board Minutes**

**Online via Zoom**

**ATTENDEES:** Charlie Robbins (President), William Layer (Vice President), Maynard Dixon (Treasurer), Jeremy Wiedemann (Secretary), TJ Doyle (At-Large Member), Vicky Moore (on-site manager), and Candace Lewis (Cardinal Management).

CALL TO ORDER: The meeting was called to order at 6:32 by the President via Zoom.

### **ENVIRONMENTAL UPDATE:**

The management agent communicated that the settlement payment from TBR Associates reimbursing the Glen for legal expenses related to the environmental issue would be delayed. The Glen settlement payment is connected to TBR's refinance settlement that the shopping center is working through which is causing the reimbursement to be delayed.

### **RESIDENTS' FORUM:**

Residents attending: Susan Hunchar (court 10), Tina Collier (court 3), Nick Mormann (court 12) Ellen McDermott (court 14), and Angela Donatelli (court 6).

No matters were raised to the board during the resident's forum.

### **BOARD MEETING MINUTES:**

**8.11.20.01 Motion.** Moved to approve the meeting minutes from the July 14, 2020 board meeting. Motion passed unanimously.

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

President –

The President noted that we continue to be living through trying times and the Glen has done a better job than many communities around us getting by. The President praised the work of the pool committee and our contractor, Atlantic, for getting, and keeping, the pool open as it has provided a great distraction for swimmers and families, alike, during these times. The President also communicated that the overall conditions and stressors look to not be improving anytime soon as schools will remain online and residents will continue to work from home for the foreseeable future.

The President noted that the Fairlington Community Association (FCA) President, Guy Land, reached out to communicate that Lindsay plans to present a redevelopment plan for their office building off Quaker Lane at the FCA meeting on Wednesday, 8/12/2020. The Secretary mentioned that all residents have the ability to join the meeting via the FCA Facebook page or could watch a recording of the meeting on the FCA YouTube channel.

Vice President –

The Vice President noted that he hopes Lindsay considers employee parking in their redesign plan, as many of the dealership employees park on the street in the Glen near the intersection of Quaker and 36<sup>th</sup> Street.

The Vice President noted concerns with a unit that appears to be overgrown with ivy and the management agent communicated that the resident has been notified of the rules violation and due process is being followed.

The Vice President also communicated that he had observed individuals in areas that didn't make sense – specifically inside the fence line in the wooded area behind court 5. The President and management agent noted that if someone is trespassing or potentially doing something nefarious it should be reported to proper authorities.

Secretary –

The Secretary brought forward the following three variance request approved via email for ratification:

**8.11.20.02 Motion.** Moved to ratify the email vote which unanimously approved the Mormann variance request submitted for 3750 S Stafford Street Unit B1. Motion passed unanimously.

**8.11.20.03 Motion.** Moved to ratify the email vote which unanimously approved the Fennerty variance request submitted for 4254 S 35<sup>th</sup> Street. Motion passed unanimously.

**8.11.20.04 Motion.** Moved to ratify the email vote which unanimously approved the Kennedy variance request submitted for 3545 S Stafford Street Unit A2. Motion passed unanimously.

**8.11.20.05 Motion.** Moved to approve the second Fennerty variance request submitted for 4254 S 35<sup>th</sup> Street. Motion passed unanimously.

Treasurer –

The Treasurer moved to approve the water shutoff resolution, to be recommended to the county.

**8.11.20.06 Motion.** Moved to approve the water shutoff resolution included in Exhibit E. Motion passed unanimously.

The Treasurer asked the management agent to ask our accountant, Goldklang, to provide its final report on the audit of 2019 and its updated tax basis letter, for publication on our website and storage in the electronic records repository. This was the second request for this document.

The Treasurer asked the management agent to please get an insurance package together prior to the September meeting so the board can review before voting. The management agent communicated that USI was having problems soliciting quotes from many large carriers, as was communicated in an email to the board, and it may not be possible to gather this information with much lead time.

At-Large -

The At-Large Member noted that the website continues to be updated regularly with news and weekly pool updates. The At-Large Member plans to add the announcement

regarding a call for candidates and a reminder of the community forum at the pool coming in early September.

## **COMMITTEE REPORTS:**

### Pool

The Secretary gave the update for the pool committee. The committee has expanded to 20 people per slot during the week and 24 people per lot on the weekend. Pool slots continue to be one hour and 15 minutes with a 15 minute period for sanitization between slots. The online daily sign up has been functioning well and the pool continues to accept walk-ins when slots are not full or residents do not show. The contractor, Atlantic Pools, communicated to all the associations they serve of some potential issues with lifeguards toward the end of the season. In talking with our guards, the Glen does not expect to have issues with our guards, but the committee continues to monitor as this could be a quickly changing situation. The Secretary also communicated that new locks have been ordered and installed to secure the pool as the old ones were near the end of their useful life.

### Landscape

Landscape chair Tina Collier gave her report to the board. Tina noted that the committee is doing well and has continued to form volunteer crews to clean beds, trim tree, and other items to help spruce up the community. The Committee continues to work on the bid request instrument so they can move forward soliciting bids on the Landscape contract for next year.

### Court Representatives

The Secretary communicated that there had no been any meetings of court reps since the prior month, and the chair, Mike Wells, continues to send updates and information to the group. The President noted his appreciation of the communication stream that Mike has been providing to the court reps.

### Maintenance

The Treasurer reported that Seth Theuerkauf is seeking a bid from EkoTek to soft wash the roofs and de-mold the wood in Courts 1-5 before the 2021 painting work for those courts begins in 2021. The Treasurer hopes to have a proposal for the cleaning work available for review and vote in the October board meeting.

### Website

No update

## **MANAGEMENT REPORT:**

The management agent reported that the Glen is currently 75% owner occupied. The management agent noted that a resident, who is a pharmacist, reached out to the on-site manager about the possibility of a flu shot clinic at the Glen. The board appreciated the idea but does not believe the Glen has the adequate facilities to support such a clinic.

The onsite manager reported that Williams has completed the outstanding items from the 2019 paint cycle in courts 9 & 10 (Susan Hunchar from court 10 confirmed).

The onsite manager reported the paint contractor Kolas has completed the 2020 painting work. There was a question from the Treasurer about back doors, which the management agent planned to follow up on. The next steps will be to plan a walkthrough with Kolas and receiving the carpentry repair list from them Kolas prior to final payment.

The management agent is working to solicit Pest Management bids and has asked the current company American Pest control cease any work. The Secretary asked about the definition of pests as there are a large number of roaches in the alley between courts 6 and 7. The management agent indicated that on-going pest treatments had historically been specific to mice, but she would inquire when soliciting bids about the potential to treat for other forms of pests.

The management agent reported that REI had an update on some of the items on the project list – including starting masonry repair work in court 5 (4112 36<sup>th</sup>) and court 14 (3517 S Utah). The management agent reported that REI has a larger than normal backlog of work and has been taking longer than in the past to review some of the work we send them, at this point not a problem but may be something we need to monitor.

## **NEW BUSINESS**

None reported.

## **OLD BUSINESS**

There was a question about the ability to mow with the new plan to loosen the restrictions on chairs. The board plans to keep this as an owner responsibility, but this will be something we need to keep in mind moving forward with this proposal.

## **Miscellaneous**

None Reported.

## **EXECUTIVE SESSION**

**8.11.20.07 Motion.** Moved to go into executive session at 7:40p.m. Motion passed unanimously.

In the transition to executive session, the Vice President was disconnected and was not able to participate for the remainder of the meeting.

The board reconvened in regular session at 7:48 p.m.

**8.11.20.08 Motion.** The board ratified the decision to write off the balance due in account 2113 01 P made in executive session. Motion passed unanimously.

**ADJOURNMENT:** The meeting was adjourned by the President at 7:50 p.m.

The next scheduled meeting of the board is Tuesday, September 8, 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 again via Zoom.*

Respectfully submitted,

Jeremy Wiedemann  
Secretary