

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

March 9, 2021 Board Minutes

Online via ZOOM

ATTENDEES: Charlie Robbins (President), Jeremy Wiedemann (Vice President), Maynard Dixon (Treasurer), TJ Doyle (At-Large Member), Susan Hunchar (Secretary), Candace Lewis (Cardinal Management), Ben Mengstab (Onsite Manager)

CALL TO ORDER: The meeting was called to order at 6:30 p.m. by the President via Zoom. The President asked that attendees be succinct in their presentations, comments, questions, etc. due to a planned extended executive session with the Glen's attorney about recent Virginia legislation affecting condominiums.

RESIDENTS' FORUM: Tina Collier (Court 3, Landscape Committee Chair); Jay Yianilos (The Glen Echo editor); Andrew Davnie-Easton (Court 1); Ian Larsen (Court 10); Joy Bickelhaupt (Court 10); Ernesto Castaneda (Court 15); Andrea Ruse (Court 15)

BOARD MEETING MINUTES:

03.09.21.01 Motion. Moved to approve the meeting minutes from the February 9, 2021 Board meeting. Motion passed unanimously.

BOARD MEMBERS' REPORTS:

President: The President continues to be pleased with life in the Glen during this difficult winter and coronavirus epidemic and anticipates a warm spring. He congratulated the Board members on their neighborliness and cooperation toward Glen administrators and neighbors. He noted that children in the Glen are missing activities, being with friends and going to school but continue to persevere. He cautioned that some children are outside by themselves and asked that parents teach, counsel and train children to be safe from harm and injuries. He has had to intervene when smaller children tried to see what was in a large rodent capture box and when small children were helping another climb a tree.

Vice-President: The Vice-President noted that Arlington County schools have started to have children return to school and reminded residents to watch for school buses and children walking to school and bus stops. He and the Onsite Manager noted that they have seen and/or heard about a few incidents and reminded residents to contact the Board and or Onsite Manager about problems, concerns or issues about the Glen. Following up on an item at the February meeting, he noted recent Facebook posts about vehicles following people throughout Fairlington were very unsettling and residents did contact the

police. He reminded residents to be vigilant and to call the police at 911 if any questionable action is uncomfortable. The President endorsed the Vice-President's guidance.

Treasurer: The Treasurer was pleased that FIOS was installed at the office and that the manuals and documents have been filed. He cautioned the Onsite Manager to be sure the signal is not "open" and the password is not "public". He asked if the Secretary was pleased with the specifications concerning the Restoration Engineering, Inc. (REI) Paving Designs and Repairs documents for Court 10 after speaking with the project manager, and she responded that she was. He noted that the recent draft audit showed a large surplus from the Fairlington Centre environmental litigation and that there is a \$3,429 refund to insurance for workman's compensation. He noticed significant differences in the bid prices for the parking lot replacement projects, and he will contact REI to discuss them. Also to be discussed will be the effect of these projects on Glen resident parking.

03.09.21.02 Motion. Moved to table any Board action on the upcoming parking lot proposals until the Treasurer has discussed proposal differences with the REI project manager. Motion passed unanimously.

03.09.21.03 Motion. Moved to approve that (1) during the 2021 spot roof and gutter cycle in Courts 13-16, the Treasurer is authorized to approve change orders for spot roof and gutter work costing not more than \$1,000 per building with scaffolding or lift already present and (2) the Treasurer will keep an up-to-date list of such approvals and forward it to Management and the other Board members immediately after any approval. Motion passed unanimously.

The Treasurer asked the Onsite Manager to procure additional bids for the Court 4 electrical switch panel box since the recent PSE bid was higher than expected. The Management Agent suggested that the higher bid might be explained by: (1) the need to do a complete shutoff of power with the power company; (2) the need to get a permit; and (3) the fact that the work will take place outside, where this panel is located, rather than in the basement of a B Building, where such panels are usually located. The Treasurer suggested including a photo of the present box and specifications and asking for bids from Kolb Electric and CP Electric. Joy Bickelhaupt cautioned against giving other bidders the names and amounts bid by other companies to prevent collusion. The Management Agent assured her that is not done.

Secretary:

03.09.21.04 Motion. Moved to ratify the earlier email vote that unanimously approved the deceleration proposal for account # 2099. Motion passed unanimously.

03.09.21.05 Motion. Moved to ratify the earlier email vote that unanimously approved the Restoration Engineering, Inc.(REI) Paving Designs and Repairs documents for Courts 3,5,10,12,13,15 and 16 with an added note for Court 10 concerning present subgrade French drains near sidewalks at 4325-4329, that they are not to be disturbed. Motion passed unanimously.

03.09.21.06 Motion. Moved to ratify the email vote that unanimously approved the proposal and provide Catherine Wemette, the homeowner of 3520 B1 S. Stafford, with \$680.00 to put toward the repair in question (and have the owner's contractor do the repair). Motion passed unanimously.

At-Large Member: No report

COMMITTEE REPORTS

Pool Committee: The Vice President reported that the committee met and developed a high-level early-stage plan for the coming season involving hiring and training lifeguards with support from Atlantic Pools, the contractor, for recruiting. The President asked if there is close communication with the contractor and the Vice-President assured that they are in continued communication. The plan is to open on time with some restrictions based on county and state requirements, especially concerning capacity. There will be online sign-up every day, monitoring usage, permitting walk-ins for slots not filled, acknowledgement of no symptoms, and hand sanitizer. Other plans are to have some furniture that will be cleaned by the users, not allow food since food encourages the lack of social distancing and open the kiddie pool but with restrictions. The President asked about communication with the county and was assured that the committee continues to monitor county and state requirements and determines rules that make sense. No guests will be permitted but that may change as the season progresses. The committee will meet in April and will have more information for the Board meeting. The Management Agent asked about pool passes and the Vice President reported that the committee will hand-deliver new passes for 2021 and will need supplies from the Management Agent. Residents should contact Lori Derkay or Carol Goodloe, Pool Committee Chairs, with questions and concerns about the pool season. Their contact information is on the Glen's Contact Sheet on the website.

Landscape Committee: The Chairperson reported that there are nine members of the committee and has emailed them about background and information for this season. She will send committee members' names to the Secretary as requested. The Chair asked the Board to review the request of the new contractor, Professional Grounds (ProGrounds), to put a pre-emergent, RegalStar G, underneath the mulch around trees and all plant beds to kill and prevent weeds coming through the mulch. There may be safety concerns especially for children and pets. She did report that the county uses the product. She asked the President if the Board has discussed and come to a decision on the use of the pre-emergent. The President said the discussion is continuing but that there is not a majority of Board approval for the use of it right now. The President offered to discuss with the Chair when they discuss the budget. The Vice President asked about product safety when children/pets are playing in or near the plant beds or close areas. The Chair has requested a meeting with the Board President and the Treasurer concerning the budget. There will be a committee meeting on Tuesday, March 16. The Management Agent suggested that the Vice President's questions be sent to her and she will forward them to the Chair.

Court Representatives Committee: No report

Maintenance Committee: No Report

Glen Echo Editor: No Report

MANAGEMENT REPORT

The Onsite Manager had no information in addition to his monthly report.

The Management Agent discussed the request by the condominium that shares the Onsite Manager's time to have an equal pay arrangement for holidays since most federal holidays are on Mondays when he is not at the Glen. Their suggestion is to have the Onsite Manager split certain Glen days with them; ie, a Tuesday after a Monday holiday (usually full day at the Glen) split between the two communities. The Vice President asked that the Management Agent ensure that moving forward, the other association not attempt to split the Onsite Manager's time for every day he is off.

NEW BUSINESS

The Vice President asked the Treasurer to ask the REI project manager how the paving/rebuilding project will be staged especially so as to manage the parking issue. The Management Agent will be available for a conference call/zoom meeting for the discussion, also. The President emphasized that parking is a challenge especially now that residents are working from home and asked the Treasurer to contact the project manager for a virtual meeting. Joy Bickelhaupt asked if there is the possibility of offering a parking lot maintenance contract for several years that might induce better negotiating of the project. The Management Agent answered that we always bid out this particular project because availability of the vendors is uncertain and vendors know they will be approached for additional work at later times; committing to one company for a multi-year project is not in the Glen's interest at this time. The Treasurer added that scheduling can't be too far in advance because of unknown events such as weather can deteriorate areas before expected.

MISCELLANEOUS

Joy Bickelhaupt inquired about timelines for variance approvals. The Management Agent advised that the Variance Chair reviews requests in a very timely manner and will notify the owner if there are missing documents, etc. He forwards the request to the Board as soon as the request is complete and the Board reviews and acts on it as promptly as possible. The treasurer noted that this request is a general one that has been done many times in the Glen in the past.

The Secretary asked the Landscape Committee Chair when tree plantings and removals will be done. An arborist will be advising and providing estimates for tree removals this month. The Landscape Chair stated that trees and shrubs that need to be removed or pruned before the soft wash and/or painting project will be scheduled accordingly. She hopes to be planting replacement trees, shrubs and perennials in the near future. The Management Agent reported that the soft wash will be at the end of March and tree removal & pruning for the painting cycle should be done before summer.

Joy Bickelhaupt noted that graffiti appeared again and the Management Agent said to report these instances to the Onsite Manager.

EXECUTIVE SESSION

03.09.21.06. Motion. Moved to go into executive session at 7:25 p.m. Motion passed unanimously.

The Board reconvened in regular session at 8:19 p.m.

The Board has no items requiring ratification from the executive session.

ADJOURNMENT The meeting was adjourned by the President at 8:20 p.m.

The next scheduled meeting of the board is April 13, 2021 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.