

## FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

### August 10, 2021 Board Minutes

#### Online via ZOOM

**ATTENDEES:** 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 Vice President via Zoom.

The Management Agent noted that discussion concerning the electrical problem in Court 2 will be discussed under New Business not under the Residents' Forum.

**RESIDENTS' FORUM:** Leah Wilkinson (Court 2); Brad Russell (Court 2); Andrea Attili (Court 2); Seth Theuerkauf (Court 6 and Maintenance Committee); Jorge Muniz Ortiz (Court 8 and E-Vehicle Committee); Lori Derkay (Court 12 Court Representative and Pool Committee Co-Chairperson); Ellen McDermott (Court 14 Court Representative); Ben Russell (Court 15); Jay Yianilos (Editor, The Glen Echo)

Ellen McDermott asked about the Cardinal emergency number not working when it was needed by a Court 14 resident. The Management Agent reported that the number has been changed to the main number for Cardinal Management which automatically becomes the emergency number after business hours. The Vice-President suggested that the Court Reps distribute the new phone number to their residents (703-569-5797).

Seth Theuerkauf reported that there have not been any more incidents of the adult trespassing but that additional No Trespassing/Private Property signs should still be acquired for more areas such as Quaker Lane entrance by Ct 5 and the intersection of King & Taylor Streets by Court 8. The Management Agent noted that there are some signs throughout the Glen and suggested that he and the Onsite Manager get together to see which areas have and which need signs. The Vice President noted that the Meadows has installed new signs that might work.

**BOARD MEETING MINUTES: 08.10.21.01 MOTION:** Moved to approve the minutes of the July 13, 2021 Board meeting. Motion passed unanimously.

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

President: The President was not in attendance. The Vice President reported for him.

Vice-President: The Vice President reported that he and the President thank Tina Collier for serving as the Landscape Chair. Tina has decided to step aside from the role of chair. They would like to recognize Tina for the energy she brought to the committee and the improvements that were made in landscaping and for her work as the Co-Chair of the B-Building Remodeling committee. He stated that the President is the liaison to the Landscape Committee and will be working with the Committee and the Secretary to have a new Chair, organize and move forward.

He also thanked the Onsite Manager for his leadership in the recent parking lot work. He noted that there was minimal disruption despite the large amounts of work done in courts 10, 13, and 5 and also it was impressive how we continued to use the lessons learned from one court to improve our communication on the next courts. He also commended the work of the contractor, Pro-Pave, Inc., for an excellent job. There are a few resurfacing and restriping projects finishing up this week and despite a fix or two required, all work is almost complete.

Treasurer: **08.10.21.02 MOTION:** Moved to renew the contract with Covenant Pest Control for \$2,880 per year for three years beginning January 1, 2022 and ending December 31, 2024. Motion passed unanimously.

The Treasurer thanked the Onsite Manager for having an excellent task report for his work. He also asked the Onsite Manager to explain the item in the Onsite Staff's task list concerning fixing the breaker panel in Court 4. The Onsite Manager replied that part of the exterior of the panel was falling apart and was replaced.

He asked the Management Agent about the audit item for the budget concerning the Onsite Staff that still has not been resolved. The Management Agent suggested he contact Terry McGuire, a Senior Vice President of Cardinal Management and backup manager, to complain about the problem since her many attempts have not succeeded. The Treasurer stated that if necessary, he and the President will go to the Cardinal Management office to discuss.

He noted that he had planned to make a motion concerning the electrical problem at 3545 S. Stafford St. in Court 2 but decided to wait until the next meeting when the President is at the meeting and to finally resolve the situation. This will give the owners a chance to present their concerns and time to discuss. He noted that the Glen has paid for the diagnosis and the temporary fix for the problem. The Management Agent stated that there would be discussion with the affected residents under New Business at this meeting.

Secretary: No report.

At-Large Member: The At-Large member reported that the Cardinal Management Group emergency number has been updated on the website and the August Glen newsletter contacts list. He thanked the editor of the newsletter. He also reported that an email about the annual meeting will be sent in 7-10 days.

## **COMMITTEE REPORTS**

Pool Committee: The Co-Chair reported that the pool company, Atlantic Pool Service, Inc., continues to do everything to keep our pool open for all hours; however, beginning the last week in August the pool hours may change to 4-8 pm since Arlington schools begin early this year; thus lifeguards are not available until after school. The Management Agent noted that this is a continuing problem in area pools and asked if there will be any discussion about restructuring pool hours to avoid this situation in future years. The Co-Chair noted that this is the first time in her four years as Co-chair that there has been a problem with the scheduling and The Vice-President noted that school is opening earlier than usual. The Co-Chair said that if we don't have international guards next year and if the County has schools opening before Labor Day, the contract may have to be changed. The Management Agent suggested that the committee should start thinking about this and working on next year's proposed schedule. The Co-Chair noted that attendance was low the past 2 weeks and can probably be attributed to people vacationing.

Lori Derkay reported that the Court 12 parking lot work was done well.

Landscape Committee: The Management Agent reported that the contract for work that was planned and approved has been canceled until there is more information about where it was to be done. The President will be getting materials and information from the former Chair. The Pool Committee Co-Chair was pleased that the dead plant at the pool had been removed.

Court Representatives Committee: The Vice President reported that the committee will meet August 24 at 6:30 PM and it will be virtual using the Glen Zoom Account that the Onsite Manager can make available to all committees. This will be the committee's first meeting in over a year!

Maintenance Committee: The Management Agent reported that REI (Restoration Engineering, Inc.) has bids out for the spot maintenance roof work and expects to have the proposals available before the next Board meeting. The Treasurer noted that there was a very informative Zoom meeting with REI about brick work. There was agreement that the best time for work is late winter. REI will be finalizing the details of the bids and there was agreement

that the selected company must complete all the County licensing before work begins. At the meeting, REI was also asked to provide a list of projects by address and to see that the contractor adopts the Glen's brick/mortar specifications.

E-Charging Committee: Jorge Muniz Ortiz, The Vice President and Seth Theuerkauf met to discuss a phased process. They are working to draw up a pilot project which will be presented to the Board and the second phase will be drafting guidelines for co-owners who want to install their own charging stations in their parking spaces. The Vice President reached out to a contact at the County to discuss the county's plan for installing chargers and has a meeting planned in September. Jorge also noted that the U.S. Senate passed a bill for \$1 trillion technology infrastructure that included electric vehicle charging stations. The Committee will follow the actions of the County and will be aware if there might be County funding for Glen projects.

Fence Committee: The Vice President reported that the committee plans to survey the fences unit by unit and court by court to come up with an assessment of condition and then plans to look into the potential of a "replace versus repair" plan moving forward. The fences still have 5-10 years of useful life based on the latest Reserve Study and understanding the condition better will allow us to plan a path forward. The Committee is looking at cost savings such as reusing the lumber since it is treated and reusing or replacing other components that have longer lives. The Treasurer mentioned the concern Bill Worsley had with posts and asked that we closely inspect those for rot and structural deterioration while conducting the study. Seth Theuerkauf mentioned the possibility of combining pre-painting soft washing with power washing fences for a better contract price. The Treasurer noted that pressure washing can destroy wood and the wood is starting to go bad. This will be another subject for the committee to explore.

B Building Locks Committee: The Vice President reported that there is now the potential for a path forward if an owner wants to have a lock installed and/or removed.

**08.10.21.03 MOTION:** Moved to dissolve the B Building Locks Committee when the Board moves forward with adopting the wording the committee came up with. Motion passed unanimously.

Final recommendations will be voted on at a future meeting once the concern of a new owner requesting lock removal is addressed.

## **Management Report**

The Management Agent reported that she is waiting for REI to finish the bidding process for this year's spot roof & gutter maintenance and repair cycle involving Courts 13-16. She noted that

the painting in Courts 1-4 is underway and that the parking lot paving and replacement projects are completed. She stated that there was no unfinished business.

#### **NEW BUSINESS**

The recent power outages at 3545 B-1 and B-2 South Stafford Street and the financial responsibilities of the owners and the Glen were discussed. Owners Andrea Atilli (B-1), Leah Wilkinson (B-2) and Brad Russell (B-2) were present and reported details. There was much discussion of how various Bylaw provisions might affect responsibility for the repairs. The unit owners maintained that the repairs needed to be done quickly -- without further delay to allow the Glen to develop a comprehensive Handbook provision interpreting the Bylaws.

**Motion 08.10.21.04:** Moved that, due to ambiguities in the Bylaws and a need to avoid further delay in the full restoration of power to the two units, the Glen will (1) pay for these particular repairs but (2) proceed to clarify its Bylaws to determine future responsibility for these and other types of powerline repairs. Motion passed unanimously.

#### **EXECUTIVE SESSION:**

**Motion 08.10.21.05:** Moved to go into Executive Session at 7:50 pm. Motion passed unanimously.

The Board reconvened in regular session at 8:06 pm.

**ADJOURNMENT** – The Vice President adjourned the meeting at 8:07pm.

Respectfully submitted,

Susan Hunchar, Secretary

**The next scheduled meeting of the board is September 14, 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.**