

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

August 9, 2022 Board Minutes

Online via ZOOM

ATTENDEES: Charlie Robbins (President), Maynard Dixon (Treasurer), TJ Doyle (At-Large Member), Susan Hunchar (Secretary), Amy Steliga (On-Site Manager), Candace Lewis (Management Agent); Jeremy Wiedemann (Vice President) not in attendance

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

RESIDENTS' FORUM: Lori Derkay (Ct. 12 Court Representative and Co-Chairperson of the Pool Committee); Angela Donatelli, (Ct. 6 and Landscape Committee); Beth Neyman (Ct. 8 and Landscape Committee); Connie Francis (Ct. 14 and Landscape Committee); Ana Aizcorbe (Ct. 13), Paul Bismarck (Ct. 2), Jay Yianilos, (Editor, The Glen Echo)

Connie Francis: Connie's concern pertained to the community environmental issue that surfaced about 3-4 years ago when toxic residue of Perchloroethylene (PCE) fluids from an old dry cleaning store on Fern St. (Alexandria) had seeped underground to residences in the Glen. Homes on the eastern end of 35th St. were particularly affected by the fluid being carried by gravity to the lowest level away from Fern St. Connie had two primary concerns at the meeting:

(1) The device installed by ECS Mid-Atlantic adjacent to rear of her home has been moldy and damp for more than a year -- as is the brickwork on both walls of the corner where it is installed. She had requested help from the Glen onsite office before Amy's tenure but was not informed of any response. On June 30, 2022 pictures were taken by Josh Cinnamon, Project Manager for ECS Mid-Atlantic during a routine inspection, and said that he would send and report to ECS Mid-Atlantic.

(2) Absence of ongoing compensation promised to owners of PCE devices for the additional electricity required to run the devices. This has not happened.

The Management Agent will contact ECS Mid-Atlantic about these issues.

BOARD MEETING MINUTES: 08.09.2022.01 MOTION. Moved to approve the minutes of the July 12, 2022 Board Meeting. **Motion passed unanimously.**

BOARD MEMBERS' REPORTS:

President: The President noted that the Glen has continued well through the summer and handled events well. He thanked the Treasurer and the Management Staff for keeping us within budget especially with the cost of everything going up. He also thanked the Pool Committee for keeping the pool open especially since it is such a mainstay of activity during the summer. He was pleasantly

surprised by the last thunder storm resulting in no reported leaks or pooling of water. We are trying to handle drainage issues in the Glen; but likely to have more thunderstorms. We must be ready for flooding and branches and small trees coming down. Since there has not been a hurricane or tropical storm yet, he hopes for good weather through the summer.

The President reported that he had two issues to address that pertain to security and both stem from inquiries from residents. First is the possible or apparent homeless man soliciting funds at the Bradlee shopping center and who has been in the area for at least several years. Presently he is living by the Arbor fence along King St. and spends most of his time in the area of Fairlington that is Alexandria. The President has spoken with the President of the Arbor about the situation and has not seen the man on Glen property and therefore there is not much for us to alert Arlington police about. Alexandria Police have spoken with the man and he is not allowed on the property of the shopping center businesses so solicits from the public areas. He is also not interested in services provided by the Alexandria social services offices and Alexandria police have spoken with him. The President will wait to see what transpires and leave it to the Arbor and Alexandria to handle.

A younger person in late teens or early adulthood has been reported as being on Glen property doing some illegal things on our property. We depend upon every resident to report anything to Arlington police as well as the Board.

Arlington police have restrictions about trespassing but we can enhance security and police presence by using the County form Power of Attorney that grants to Arlington County police the right to act against people who are trespassing. Trespassing is the only issue to be used on the form. We will put it on our website for residents know about it and will probably discuss it at the Annual Meeting. Another option for us would be to hire a private security force; however, that is an expensive service and the President has concern for liability that a private security force may do something that is later determined to be inappropriate. The President hopes to hear from our residents' consensus of community that the Power of Attorney form is the direction we should go.

Treasurer:

08.09.2022.02 MOTION. Resolved that, concerning Restoration Engineering, Inc.'s (REI's) updated parking lot pavement report dated July 21, 2022, in Management Exhibit G, the Glen wishes to proceed as follows:

The On-site Manager contacts REI about a contract for bidding and administration of the replacement work, and, hopefully, the Glen approves it.

The On-site Manager supervises the sealcoating and striping, after receiving some brief guidance from REI concerning materials and crack filling during sealcoating.

For scale economies, REI seeks bids from contractors that would do both (1) the sealcoating and striping and (2) the replacement work noted below.

To minimize resident disruption, start the sealcoating work first (Courts 4, 6, 7, 8, 9, 11, and 14) and finish it before starting the replacement work in 2023. The sealcoating work may carry over into 2023 if management and the contractor agree.

For significant economies of scale, replace Court 1 and Court 2 together, but delay this work until 2023 and the end of the sealcoating work.

The sealcoating and striping work will be charged to maintenance; and the replacement work + REI's fees for this work would be charged to reserves. This will require that REI and the contractor separate their billing between these types of work.

Motion passed unanimously.

08.09.2022.03 MOTION. Moved to approve the Kolas proposal in Management Exhibit I to replace the front gutter system in units 4276-4284, at a price of \$3,095.00. **Motion passed unanimously.**

08.09.2022.04 MOTION. Moved to approve the Kolas proposal in Management Exhibit H to replace gutters and add extended downspouts to units in Court 12, at a price of \$7,260.00. **Motion passed unanimously.**

08.09.2022.05 MOTION. Moved to approve the Professional Grounds (ProGrounds) proposal in Management Exhibit J to extend a drainage line so as to drain water into the alley between Courts 12 and 13, rather than into the two parking slots 369 and 370 in the middle of the bottom of the courts, at a cost of \$1,774.35. **Motion passed unanimously.**

08.09.2022.06 MOTION. Moved to table action on the REI drainage report in Management Exhibit F due to lack of specific proposals for bid. The consensus was that the Treasurer will study the report in greater depth to see whether it can be used to identify any specific projects at specific locations. If there are any such projects, we will call in a contractor to fill-in any missing details and give us specific proposals. **Motion passed unanimously.**

The Treasurer also asked the On-Site Manager: (a) to inquire about whether our brick contractor Culbertson's worklist includes fixing window well lintels, especially the one in the front of Mike Hahn's unit at 4270 A1 S. 35 Street in Court 15; and, if not, (b) to seek a contractual add-on to fix the worst ones at the contracted labor rates. He asked the On-Site Manager if there are any updates to the task list other than those in the Management Report and noted that some things have been completed and removed from the list.

The Management Agent asked the Treasurer if there were information concerning Exhibit K: The REI roof survey proposal. The Treasurer noted that spot roof and gutter inspection are not in the budget for 2023 but probably in 2024.

08.09.2022.07 MOTION. Moved to table action on the REI proposal in Management Exhibit K to conduct a spot roof and gutter repair inspection and repair project in Courts 1-4, explaining that the budgets for 2022 and 2023 did not allocate funds for this type of project. **Motion passed unanimously.**

Secretary:

08.09.2022.08 MOTION. Moved to ratify the earlier unanimous email vote for the Landscape Variance for 4134 36th St. S. **Motion passed unanimously.**

08.09.2022.09 MOTION. Moved to ratify the earlier unanimous email vote for the Variance Request for 4333 36th St. S. for an attic remodel. **Motion passed unanimously.**

08.09.2022.10 MOTION. Moved to ratify the earlier email vote for the Professional Grounds (Pro Grounds) revised proposal for the use of Roundup to “extinguish” poison ivy in various locations in the Glen subject to caveats provided to Professional Grounds. **Motion passed unanimously.** The Treasurer mentioned that the Board looked for other ways to solve the problem.

08.09.2022.11 MOTION. Moved to ratify the earlier unanimous email vote to approve the FRONTSTEPS platform launch (software). **Motion passed unanimously.**

08.09.2022.12 MOTION. Moved to ratify the earlier unanimous email vote for a Common Element Use Agreement for the POD storage unit in the assigned parking space for 3529A S. Stafford St. **Motion passed unanimously.**

The On-Site Manager accepted responsibility to authorize Common Element Use Agreements for the use of a POD storage unit in a resident’s assigned parking space.

At-Large Member: The At-Large Member reported that there will be a “blast email” announcing the Annual Meeting and the Annual Meeting information will be posted on our website soon. He noted that when there is something of concern or interest to all members (such as having the police handle trespassers), it will be posted on our website. He also noted that members should check their spam files frequently to find items in case they did not get into their in-boxes.

COMMITTEE REPORTS

Pool Committee – The Co-Chair reported that the recent storm damage was that 4 umbrellas and 1 table were blown into the pool. Perhaps the table can be fixed so it can be used again. Beginning this week there will be more substitute lifeguards because our regular lifeguards are going back to school. The Committee met about an after-season pool party and hopes to decide by Labor Day for a Sept. 17 party. The decision is on hold because of COVID.

The President asked the Co-Chair to thank Atlantic Pool Service management and lifeguards for all the work they do for the Glen and the Committee members.

Landscape Committee

The Board Secretary reported for the Landscape Committee:

The Committee (LSC) voted in favor of having horticultural oil applied to Glen crape myrtles that had been marked as having a lot of scale to be forwarded to the Board. They also voted in favor of a Landscape Variance for 4138 36th St South (Ct. 6) to be forwarded to the Board. Members noted various plans including: Court 4 needs a large tree trimmed and another removed; Court 6 has a tree that should be removed and Courts 6 and 8 have a project to replace trees; using fungicide for holly

trees and peonies with powdery mildew; transplanting hosta in the shade. The Spring and Summer heat and humidity cancelled some planned work and they hope to begin again soon. The President asked about heat and mentioned that in spite of thunderstorms, the ground dries out quickly; so should there be notices asking for watering or an article in The Glen Echo? The Treasurer asked to make sure water is not wasted when watering plants and grass. Angela Donatelli of the LSC noted that every other day or so we are having some rain; she will check with the county or landscape company if we need to water grass. She noted that there is a mite that takes out the grass and she will check into our water situation.

MANAGEMENT REPORT

Management Agent – no report

On-Site Manager – nothing to add to previous discussions in the Treasurer's report

NEW BUSINESS

Miscellaneous

Landscape Variance Request: Court 8 3623 S. Taylor St. Bethany Neyman, Common Area Landscape Variance Request: The request is for a vegetable garden in the area behind Court 8 patio fences and near King and Taylor Sts. The request pertains to beginning next year since there is only a short end to this growing season. The President reported that if the variance is accepted, there will be some recommended caveats such as...1) area around designated area has to be kept neat & clean; 2) at end of growing season dead growth has to be removed and the area kept clean; and 3) plot may have to be changed if the Glen puts trees/bushes in that area. The Resident agreed to comply with recommendations and restrictions and noted that for about the past years the landscape companies have been made aware of the garden and adjust accordingly.

The Treasurer liked the idea but notes limitations of use of common areas. If not enough space for others, the Board cannot assign parts of the common areas to an individual; if someone wants to put a garden in the same spot, they have the right to do it. Technically we cannot assign exclusive rights to the common areas.

08.09.2022.13 MOTION. Moved to approve the variance as modified by the three (3) restrictions mentioned today. **Motion passed: 3:1.**

The Treasurer asked the Secretary how she wanted her position to be shown in the minutes and she responded that she just doesn't like the idea and asked if others want a vegetable garden outside their patio, will we grant that? The President noted there isn't another unit across from the unit patios facing or a well-used piece of common area.

The President noted that if space were between Courts 12 and 13, it would be a different story.

The Management Agent recommended that the Board members walk the Glen to look at areas behind patio fences. There are abandoned gardens, a lot of weeds and some that never got permission to put garden outside the fences. There is a need for the Board to decide on language for the Glen Handbook.

Angela Donatelli asked if since she doesn't have space behind her fence, may she submit a variance request to also use the area being considered. The Management Agent reported that a variance request would be necessary for any request for use of common area.

The Management Agent said that there has to be consistency for common area usage – make sure areas are well-maintained and think about the landscape companies having to work around these areas. The Management Agent recommended brain-storming the common use areas and report back.

The President and Secretary will work together on evaluating common use areas and their usage.

EXECUTIVE SESSION 08.09.2022.14 MOTION. Moved to go into Executive Session at 7:38 p.m. **Motion passed unanimously.**

08.09.2022.15 MOTION. Moved to go back into open session at 8:00 p.m. **Motion passed unanimously.**

The Treasurer moved to rescind the motion of the resolution of 3.12.19.02 adopted at the March 12, 2019 Board meeting pertaining to the treatment of bad debt expense. **Motion passed unanimously.**

ADJOURNMENT The meeting was adjourned at 8:08 p.m. by the President.

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Respectfully submitted,

Susan Hunchar

Secretary

The next scheduled meeting of the Board is September 13, 2022 at 6:30 p.m. and the meeting will be held virtually via Zoom.