

(draft)

FAIRLINGTON GLEN COUNCIL OF CO-OWNERS

November 10, 2009 Minutes

Held at Fairlington Community Center

ATTENDEES

Robert Patrician, President; Charlie Robbins, Vice President; Margaret Windus, Treasurer; Kathy Clatanoff, Secretary; Terry McGuire (Cardinal Management). James Campbell, At Large was unable to attend.

Glen Co-owners:

Maynard Dixon, Court 16; Bill McShea, Court 11.

CALL TO ORDER

The meeting was called to order at 7:00 by Bob Patrician.

Agenda Item 1: Residents' Forum

Maynard reported on the activities of Court Representatives Group (CRG) October. They are looking for a representative from Court 4.

Agenda Item 2: President's Items

11.10.09.01 MOTION

Moved to approve the minutes of October 13, 2009.

Motion passed unanimously.

Arrangements for the Annual Meeting to be held on November 12 were discussed. We will have a professional parliamentarian for the first time. The Treasurer will have an award for the court which reduced its water usage.

The question of "No Trespassing" signs in the Glen was discussed. They help provide authority to police to remove disruptive visitors but also reduce the sense of friendliness in the neighborhood. Members of the Board were reflective of the larger community in expressing widely divergent views as to the optimum number and location of such signs.

11.10.09.02 MOTION

Moved to place "Fairlington Glen Private Property No Trespassing" signs at the perimeter entrances to the Glen and at the triple tennis courts.

Motion passed unanimously.

The old heater in the pump room at the pool has given out and must be replaced. Note that this was not done as part of the pool renovation – it is an older piece of equipment.

11.10.09.03 MOTION

Moved to purchase a 7 kw heater for the pump room at the pool at a cost not to exceed \$1100.

Motion passed unanimously.

Agenda Item 3: Treasurer's Report

Margaret reported that it is not possible at the time to predict our year-end position, but it should not be troublesome. We will have several large bills which are due at the end of the year, including the painting contract (approximately \$50,000 additional) and the carpentry work associated with the painting. We are also encountering larger carpentry bills that anticipated, because of the large amount of rotten wood the painters are identifying. Terry will try to ensure that the contractors bill us before the end of this calendar year.

Now that we have completed the pool renovation and most of the sewer work, we should re-evaluate our schedule for capital replacement items. Specifically, we have several roofs which may need to be replaced sooner rather than later.

11.10.09.04 MOTION

Moved to authorize Restoration Engineering, Inc to re-prioritize our replacement reserve work schedule.

Motion passed unanimously.

We have a 4% CD maturing on November 22. Unfortunately, when we roll it over the new interest rate will be only 2%.

11.10.09.05 MOTION

Moved to roll the existing CD at Chevy Chase into a new CD in the amount of the maturing balance plus \$75,000.

Motion passed unanimously.

Agenda Item 4: Management Report

Terry reported that the concrete work is finished, the settling problems seem to have been solved, and the contractor has been paid.

The gutter repair training session planned for Nelson and Maria was cancelled because of the weather, and will be rescheduled.

Bids for a snow removal contract will go out within the next week or so. Note that if possible, we should minimize use of chemicals on the new concrete.

Work logs kept by Nelson and Maria are available for inspection.

11.10.09.06 MOTION

Moved to bring the discussion of the landscape contract out of executive session.

Motion passed unanimously.

Amanda Deringer, chairperson of the landscaping committee, could not attend tonight's meeting, but the committee's written report to the Board is attached. The Board discussed the fact that the

landscaping committee had evaluated four contractors, presenting the Board with two who were deemed satisfactory. Given that, the Board agreed that they should accept the lower bid, which was from the incumbent contractor.

11.10.09.07 MOTION

Moved to accept the bid of Environmental Enhancements for a one year contract for landscaping and maintenance work at a cost of \$67,881.76.

Motion passed unanimously.

It should be noted Environmental Enhancements did offer subsequent-year pricing.

Agenda Item 5: Executive Session

11.10.09.08 MOTION

Moved that the Board go into closed session to discuss personnel matters and consider the personal liability of unit owners to the unit owners' association, consistent with Sec. 55-79-75C of the Condominium Act of Virginia.

Motion carried unanimously.

11.10.09.09 MOTION

Moved that the Board return to open session.

Motion carried unanimously.

11.10.09.10 MOTION

Moved to refer accounts 2101 and 3026 to attorneys for 10 day demand letters.

Motion carried unanimously

11.10.09.11 MOTION

Moved to approve staff year-end payments as provided by the 2009 budget and staff salary increases for 2010.

Motion carried unanimously

11.10.09.12 MOTION

Moved to approve the variance request of Jose and Maria Costa, 3538 S Stafford St, with the restriction noted in the attached Landscape Committee report.

Motion carried unanimously

11.10.09.13 MOTION

Moved to adjourn.

The motion carried unanimously. The meeting was adjourned at 9:00 pm.

The next scheduled meeting of the Board is the Annual Meeting on Thursday, November 12, 7:30 pm, in the Fairlington Community Center.

Respectfully Submitted,
Kathy Clatanoff, Secretary

**FAIRLINGTON GLEN
BOARD OF DIRECTORS
Tuesday, November 10, 2009
7:00 pm
FCC—3308 S. Stafford St.**

- 1. Residents' Forum**
- 2. President's Items (Bob Patrician)**
 - Minutes 10 13 09.doc
 - Annual Meeting
 - Glen Signage
 - Pump Room Heater
- 3. Treasurer's Report (Margaret Windus)**
 - Budget status and planning
- 4. Management Report (Terry McGuire)**
- 5. Executive Session**
 - Landscape grounds contract bids
 - Snow removal bids
 - Delinquencies/other legal

Fairlington Glen Landscape Committee
Thursday, November 5, 2009, 7pm

Amanda Deringer, Will Smith, Regina Smith, Dale May, Carol Goodloe, and Kathy Clatanoff

Landscape contract: Three companies were considered, with an annual cost as shown on the attached table.

Professional Grounds (PG) was eliminated for several reasons, including an apparent arithmetic mistake in their pricing and, based on several omissions in their proposal, a general feeling that the Glen could not be assured PG would perform as well or be as flexible working with our specific requirements as we would like.

The decision, then, was between Environmental Enhancements (EE) and Living Color (LC). The committee agreed that the cost difference was small enough that cost was not the deciding factor. Both firms are familiar with Fairlington Glen, and each member of the committee felt that it would be possible to work with either firm.

That having been said, 5 of the 6 people present preferred one over the other. Unfortunately, it was not the same one. The key factor was really trust: 3 people felt that LC's performance over a 12-year period demonstrated they could be trusted to perform to a higher standard – without direct supervision from a committee of volunteers – than could EE. Thus, even when the Glen is short of Landscape Committee volunteers, the LC supporters held that we would get first-rate service. In addition, by citing examples, those favoring LC supported their position that the on-site supervisor from LC management, specifically Beth Lawless, has more in-depth landscaping knowledge than EE. And finally, the supporters of LC point to the fact that LC has more in-house backup capability which further implies that the Glen would be assured of continued high performance.

However, others felt that our experience with EE was more than satisfactory, that EE's management was quick to respond to any requests from the Glen, and that so long as they remained competitive, it was preferable to remain with the current contractor. It was pointed out that during the time LC was our contractor, we had a functioning landscape committee, something that was not available to EE until quite recently.

The bottom line is that during 2 hours of discussions, no one's mind was changed. The committee can not offer the Board a unanimous recommendation, although it can endorse both EE and LC as acceptable. Those who favor LC feel strongly that it is the better company for the Glen. The others are not convinced.

Variance request: 3538 S Stafford

The committee was able to come to a unanimous decision to recommend approval of the DeCosta's request for a variance with the following provisions: change the color of the mulch to

match the rest of the Glen's beds, and reduce the brightness of the lights. In addition, the question of the installation of an electrical outlet that is attached to the outside of the unit and presumably provides power to the lights is brought to the Board's attention. Is such installation in compliance with existing Board policy?