

DRAFT

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
February 3, 2021**

Directors Present:

Terry Placek	President and At-Large Director (Via Teleconference)
Melanie Alvord	Vice President and Ward VI Director (Via Teleconference)
Anne Wasowski	Secretary and At-Large Director (Via Teleconference)
Harry Reem	Treasurer and Ward III Director (Via Teleconference)
Jessica Auston	Ward I Director (Via Teleconference)
Philip Brown	Ward V Director (Via Teleconference)
Andi Dies	Ward IV Director (Via Teleconference)
Edward Stollof	Ward II Director (Via Teleconference)
Larry Straub	At-Large Director (Via Teleconference)

Also Present:

Gregory B. Roby	General Manager (Via Teleconference)
Miguel Galvez	Facilities Manager (Via Teleconference)
Mark Johnson	Operations Manager (Via Teleconference)
Erin Moran	Office Manager (Via Teleconference)
Marcus Reed	Administrative Assistant (Via Teleconference)
Dave Bush	Recording Secretary (Via Teleconference)

President Placek announced that due to the continuing nation-wide emergency caused by the Covid-19 (Corona) Virus, and the need to maintain social (safe) distancing between people, the meeting was being held entirely by teleconference.

I. Residents' Comments

Andrea Molfetto, the homeowner of 3004 S. Columbus Street, A-2, came before the Board to speak concerning an alleged violation of the rules. President Placek asked Ms. Molfetto to wait until the matter was brought up under Item B on the agenda, at which time she would be able to make a presentation to the board and answer questions.

Other owners signed in who did not speak: Charicki Evans – 2933 S. Dinwiddie Street; Erin McCarthy – 4604 S. 31st Road; Marya Hynes – 4731 S. 31st Street; and, Alexandra Stevens.

II. Call to Order

At 7:05 p.m. President Placek called the regular agenda to order.

III. Establishment of Quorum

President Placek noted there was a quorum with eight members present by teleconference connection. Ward V Director Philip Brown was not present when the roll was called but joined the meeting at 7:15 p.m.

IV. Approval of Minutes

January 6, 2021 Regular Meeting

Mr. Reem moved the minutes of the January 6, 2021 regular meeting of the Board of Directors be approved. Seconded by Ms. Wasowski and passed (8-0-0).

January 13, 2021 Special Meeting

Ms. Wasowski moved the minutes of the January 13, 2021 special meeting of the Board of Directors be approved. Seconded by Mr. Reem and passed (8-0-0).

V. Old Business

There was no Old Business on the Agenda and none was presented.

VI. New Business

A. Variance Request – 4809 S. 28th Street – Remove Two Load Bearing Walls

Ms. Dies moved the Board approve the January 7, 2021 variance request from the homeowner at 4809 S. 28th Street, to remove two load-bearing walls in their unit, in accordance with the specifications outlined in the attached variance request. Approval is subject to the unit owners' acceptance of responsibility for any damage caused by the approved modifications and indemnification of the Association for all of its costs, judgments and/or expenses, including its attorneys' fees, which may arise from or relate to the approved modifications or to damages or damage claims arising therefrom. Further, the homeowner is responsible for obtaining all building permits, ensuring that the modifications are in accordance with those permits and all applicable building codes. Seconded by Mr. Stolof and passed (8-0-0).

Ms. Dies reported the Architectural Control Committee recommended the Board approve the request.

B. Rules Violation Enforcement – 3004 S. Columbus Street, A-2

Ms. Dies moved that following the review and evaluation of all evidence, argument and/or comments presented to the Board of Directors of the Unit Owners Association of Fairlington Villages, the Board finds that there is a violation of the Association's Bylaws, and hereby assesses Andrea Molfeto owner of 3004 S. Columbus Street, A-2, \$50.00 for the Bylaws violation noted in the December 17, 2020 letter and authorizes a \$10.00 per day fine for any continuing

*violations of a similar nature. Seconded by Ms. Alvord and **TABLED until the March 3, 2021 Regular Meeting of the Board to allow for the gathering of information.***

Ms. Alvord moved that the Board agree to table the motion concerning a Rules Violation Enforce for unit 3004 S. Columbus Street, A-2, until the March 3rd regular meeting to allow for the gathering of more information concerning this matter. Further, that the owner is to submit all documentation requested by the Board when the variance request was approved at the November 4, 2015 meeting of the Board. Seconded by Ms. Dies and passed (9-0-0).

Background: The enlargement of a basement window at 3004 S. Columbus Street, A-2, to allow the interior to be used as a bedroom and to provide occupants a means of easy escape in case of emergency, was approved at the November 4, 2015 Board meeting. The design for the window enlargement included the placement of a window well and since the installation there has been some water intrusion. The Facilities Manager inspected and determined that the source of the water is not the foundation wall or the extended window well, but is the window itself. During inspection it was suggested the owner install a window well cover and a sample was suggested. It was expected that the cover would mitigate further water intrusions. The owner installed a cover but did not follow the recommendation made by the Manager in that the cover is much larger, extends above grade, and is physically attached to the building structure, which is a violation of the Association's governing rules. As recently as September 2020 Management has tried to work with the owner but there was no response to requests, which necessitated the issuance of violation letters which led to this hearing.

Unit owner Andrea Molfetto and the Property Manger for the unit which is now rental, Glennette Strothers, came before the Board to respond to the violation and to answer questions. Ms. Molfetto stated she had researched well covers extensively and found that this particular model was the most efficient at keeping water from entering the well – she noted that the cover is large because it must cover the entirety of the window which rises well above grade. She stated that it is her belief that water does not enter through the window, but somewhere along the foundation because it manifests itself twenty feet away from the window and seems to enter at the utility room.

General questions which arose during discussion were: is the window well sealed against water intrusion; is the soil outside the well properly graded; does the French drain installed at the time of construction of the well performing properly; can tests be made to see if water is entering at the foundation; can the window be water tested; can the well cover be changed to another design and can it be detached from the building; and, does the current well cover allow for quick exit in case of an emergency. Management stated that water tests can be performed and Ms. Molfetto stated she was willing to change the cover and make other adjustments if it is found that the window is allowing water to enter the unit.

Vice President Alvord, Director Dies and Director Brown each noted that at the November 4, 2015 the Board approved the request for a variance to install an egress window on the condition that certain documentation be presented and that this material was never provided. Ms. Dies also noted that it appears that the window was installed in a way not compliant with the variance request as approved.

President Placek stated that, as part of the continuing appraisal of this violation, that the documentation required in the motion to table be presented not later than one week hence.

C. Spring Mulch Program

Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for mulch at a total cost of \$38,000.00. Seconded by Ms. Alvord and passed (9-0-0).

To be charged to Operating Account #6140 Grounds Non-contract

D. Spring Fertilization and Chemicals

Mr. Reem moved the Board approve the proposal from Lancaster Landscapes for fertilization and chemicals at a total cost of \$4,484.66. Seconded by Ms. Alvord and passed (9-0-0).

To be charged to Operating Account 6140 Grounds Non-contract

E. 2021 Pool Season

Ms. Wasowski moved that the Board of Directors affirm its (and Management's) hope that the Association will be able to open the pools for the 2021 season safely and its intention to work with Premier Aquatics in the months ahead of the season to that end. Seconded by Ms. Auston and passed (9-0-0) on a roll call vote with President Placek, Vice President Alvord, Secretary Wasowski, Treasurer Reem and Directors Auston, Brown Dies, Stolof and Straub voting in favor.

Marya Hynes, the homeowner residing at 4731 S. 31st Street and a member of the Pool Committee, asked how the newly formed Pool Season 2021 Working Group would interface with the Pool Committee and how they might compliment each other. She stated that over the past year, as decisions were made about whether the pools would be opened, the committee felt sidelined and marginalized and that the members wanted to participate in the decision making process. She asked that the Working Group brief the committee on a regular basis.

President Placek stated that it was not the intention of the Board or Management to marginalize the committee and asked Ms. Hines to provide ideas on how to proceed and to write an article for the newsletter asking for volunteers for the Pool Committee and to set an April date for the next committee meeting.

F. 2021 Annual Meeting

Ms. Wasowski moved that the question to amend the proposed agenda be added to the proxy. Seconded by Mr. Stollor and passed (9-0-0).

G. Certification of Candidates

Ms. Wasowski moved that the Board of Directors hereby certify the following individual(s) as qualified for the 2021 Board of Directors election, for the position as indicated:

<u>Position</u>	<u>Candidate</u>
Ward II	Jessica Lewis Edward Stolof
Ward IV	Larry Straub
At-Large Director	Joe Torres

Seconded by Ms. Alvord and passed (9-0-0).

H. 2019 Election Panel - Director Members

Ms. Wasowski moved the Board appoint the following Directors, whose terms do not expire, to the 2021 Election Panel. Director member: Harold Reem. Alternate Director member: Philip Brown. Second Alternate Director member Jessica Auston. Seconded by Ms. Dies and passed (9-0-0).

I. 2019 Election Panel – Non-Director Panel

Ms. Alvord moved the Board appoint the following Non-Director Unit Owners to the 2021 Election Panel. Unit Owner member: Norma Reem, Unit Owner member: JJ Singh, and Alternate Unit Owner member: Diana Funk. Seconded by Ms. Wasowski and passed (9-0-0).

J. Amanda Taylor Award

Ms. Placek moved the Board of Directors wishes to present the Amanda Taylor Award to a person to be announced at the Annual Meeting in 2021. Seconded by Mr. Reem and passed (9-0-0).

VII. Reports

President: President Placek reported that Kristen Johnson requested the use of the Community Center parking lot for another *Free Clothes Swap* in March or April; she noted the last swap, held in September of 2020, was very successful with participants following social distancing and group size guidelines. Board Members voiced no objection to allowing the use of the parking lot by the group. President Placek went on to inform the Board that the former Long & Foster Building on 31st Street, So., is now an Ethiopian Orthodox Church. The building was purchased in November. She concluded her report by stating that Arlington County purchased the Park Shirlington parcel from 31st Street to I395 and that there is at this time no word on development plans for land on the other side of the street.

As part of her report the Charter of the Fairlington Villages Pool Season 2021 Working Group was distributed and it was noted that At-Large Director Anne Wasowski and Ward I Director Jessica Auston will serve as co-coordinators, with membership open to all interested owners and tenants.

Vice President: Vice President Alvord reported that at last week’s meeting of the Alexandria Federation of Civic Associations, the City of Alexandria zoning staff reported that the property

owners of Park Center (across King Street from North Fairlington, next to the Northampton Place Condominium) are going to re-subdivide three lots at the Park Center complex into two lots and convert 423,000 sq. feet of office space into 393 apartments, with a handful planned as affordable housing.

Articles for the March 2021 Issue of the *North Fairlington News*: The Board reviewed items to be included in the March 2021 issue of the *North Fairlington News*.

Secretary: Ms. Wasowski had no report.

Treasurer: Mr. Reem reported that the most recent financial report, covering the third month of Fiscal Year 2021, shows a surplus of \$58,000, and he reported on investments made during the past month.

Committee Reports

Pool Season 2021 Working Group:

Architectural Control Committee: Ms. Dies reported the committee is working on signage policy and, in particular, real estate sales signs. The committee is also reviewing standard policies with a view toward possible updating and is also discussing how to deal with lock boxes which are not used for real estate sales.

Management's Financial Report: There were no reports, other than those in writing, and there were no questions from the Board.

Management's Administrative Report: Mr. Roby followed up on the Report of the Treasurer by noting that the first quarter of Fiscal Year 2021 went very well financially. He also reported that clearing the recent snowfall went quickly and staff worked efficiently.

Vice President Alvord commended Office Manager Erin Moran for her excellent work on upgrading the website which is now more user friendly and much better looking. She thanked her for her efforts.

Maintenance Reports: There were no reports, other than those in writing, and there were no questions from the Board.

Operations Report: There were no reports, other than those in writing, and there were no questions from the Board.

VIII. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Wednesday, March 3, 2021.

IX. Adjournment of Meeting

Ms. Alvord moved the Board adjourn the meeting of February 3, 2021. Seconded by Mr. Brown and passed (9-0-0).

President Placek adjourned the meeting at 8:10 p.m.

Secretary
Fairlington Villages, a Condominium Association