

**FINAL**

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
COMMUNITY CENTER  
August 7, 2019**

**Directors Present:**

Terry Placek	President and At-Large Director
Melanie Alvord	Vice President and Ward VI Director
Harry Reem	Treasurer and Ward III Director
Andi Dies	Ward IV Director
Jessica Auston	Ward I Director
Edward Stollof	Ward II Director

**Also Present:**

Gregory B. Roby	General Manager
Mark Johnson	Operations Manager
Dave Bush	Recording Secretary

**I. Residents' Comments**

Kathleen Beniber, the homeowner residing at 3089 S. Woodrow Street, came before the Board to ask that it consider initiating a program of water conservation through urging installation of low flow toilets, water conserving shower heads and other water conservation methods and devices. She gave examples of the type of equipment which could be used to conserve water and thus save money for the Association. She urged the Board to initiate a pilot project to involve homeowners in water conservation through installation of better equipment and use of conservation methods.

**II. Presentation – Sports Systems**

Till Jones, President of Sports Systems, the company charged with redevelopment of the Community Center tennis courts, provided a brief overview of the work to be undertaken. He reported the project, which is slated to be completed by the end of 2019, will involve a number of work phases. These are the removal of the fence surrounding the courts, milling down the current asphalt courts by six inches to base soil, testing the soil base to locate and fill subgrade anomalies, compacting the soil base and then pouring stone fill and, finally, installing a new black playing court. This work will be left to cure before a final color top coat is applied. A new ten foot black painted fence will be installed, as well as new net posts and refurbished lighting. He noted it may be necessary to replace electric wiring serving the lights, as these may be damaged during the process of asphalt removal.

In response to a request from President Placek, Mr. Jones agreed to cordon off the areas near the tot lot on one side and the walkway on the other to create a zone of safety so that children and pedestrians do not intrude onto the working area.

In response to a question from General Manager Roby, Mr. Jones reported that, after the lenses, filers and shades are properly cleaned and refurbished, the current lighting is more than adequate for the courts. He stated that he did not recommend the use of LED lighting because the bulbs will wear out long before any savings in electricity can be realized.

### **III. Call to Order**

At 7:21 p.m. President Placek called the regular agenda to order.

### **IV. Establishment of Quorum**

President Placek noted there was a quorum with six members present. She reported that Secretary and At-Large Director Anne Wasowski, Ward V Director Philip Brown, and At-Large Director Larry Straub were out-of-town and unable to attend.

### **V. Approval of Minutes – July 3, 2019 Regular Meeting**

*Ms. Alvord moved the minutes of the July 3, 2019 regular meeting of the Board of Directors be approved. Seconded by Mr. Reem and passed (6-0-0).*

[By unanimous consent the Board of Directors agreed to take up Reports – Committee Reports, at this time to allow Grounds Committee Chair David Rose to make a brief presentation]

### **IX. Reports – Committee Reports**

**Grounds Committee:** Grounds Committee Chair Dave Rose came before the Board to give a brief report on the use of funds through the end of Fiscal Year 2019. President Placek requested that the Grounds Committee prepare its recommendations not later than the weekend prior to the September meeting of the Board so that a vote could be taken on funding at that meeting.

[The Board returned to the regular Order of Business on the Agenda, beginning with Old Business]

### **IV. Old Business**

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

**VII. New Business****New Business****A. Variance Request – 4847-A S. 28<sup>th</sup> Street – Remove a Load Bearing Wall Between the Kitchen and the Dining Room**

*Ms. Dies moved the Board approve the June 22, 2019 variance request from the homeowner at 4847-A S. 28<sup>th</sup> Street, to remove a load-bearing wall between the Kitchen and the Dining Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. 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, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (6-0-0).*

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

**B. Variance Request – 3043 S. Abingdon Street – Remove a Load Bearing Wall Between the Kitchen and the Dining Room**

*Mr. Reem moved the Board approve the variance request from the homeowner at 3043 S. Abingdon Street, to remove a load-bearing wall between the Kitchen and the Dining Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. 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, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Mr. Stolof and passed (6-0-0).*

Mr. Reem reported the Architectural Control Committee recommended the Board approve the variance.

**C. Variance Request – 4829 S. S. 27<sup>th</sup> Road - Move a Load-Bearing Wall Between the Kitchen and the Living Room**

*Ms. Alvord moved the Board approve the July 10, 2019 variance request from the homeowner at 4829 S. 27<sup>th</sup> Road to move a load-bearing wall between the Kitchen and the Living Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided that there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. 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, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Mr. Stolof and passed (6-0-0).*

Ms. Alvord reported the Architectural Control Committee recommended the Board approve the variance.

**D. Variance Request – 4642 S. 31<sup>st</sup> Street - Remove a Load Bearing Wall Between the Kitchen and the Living Room and Remove a Load-Bearing Wall Between the Kitchen and the Dining Room**

*Ms. Dies moved the Board approve the June 18, 2019 variance request from the homeowner at 4642 S. 31<sup>st</sup> Street to remove a load-bearing wall between the Kitchen and the Living Room and remove a load-bearing wall between the Kitchen and the Dining Room in the unit in accordance with the specifications outlined in the attached variance request and drawings, provided there be of record a certified engineer's letter that includes a clear statement that the structural integrity of the building will not be impacted by this work. 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, and providing written evidence that the work was performed in accordance with the attached supporting engineer's statement and drawings, and the attached variance request form, including evidence that any major plumbing was performed under a licensed plumber. Seconded by Ms. Alvord and passed (6-0-0).*

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

**E. Disabled Parking Request – 4858 S. 28<sup>th</sup> Street, A-2**

*Mr. Reem moved the Board of Directors approve Management’s action of installing one disabled parking space in parking lot #29 (4840-4882 S. 28<sup>th</sup> Street) and approves the request from the homeowner. Seconded by Mr. Stolof and passed (6-0-0).*

**F. Fiscal Year 2020 Budget**

*Mr. Reem moved that the Board of Directors approve the FY202 budget, increasing condominium fees by 2.3%, effective October 1, 2019, summarized as follows and as shown in the attached comparison sheet:*

<u>Total Expenditures</u>		<u>\$8,026,419</u>
Operating expenses:	\$4,762,576	
Reserve contributions:	\$3,263,843	
<u>Total Estimated Revenue</u>		<u>\$8,026,419</u>
Condominium fees:	\$7,844,949	
Other Income:	\$ 181,470	

*Seconded by Ms. Alvord and passed on a Roll Call Vote (6-0-0) with Ms. Alvord, Ms. Auston Ms. Dies, Ms. Placek, Mr. Reem and Mr. Stolof in favor.*

**G. Purchase of Maintenance Vehicles**

*Mr. Reem moved the Board of Directors authorize Management to purchase two low mileage used pick-up trucks with similar features as the Nissan Frontier to replace two of the Vantage utility vehicles for use by the Association’s Maintenance Staff at a cost not to exceed \$26,000 plus state sales tax. Seconded by Mr. Stolof and passed (6-0-0).*

To be charged to Reserve Account 3700-3610 – Maintenance Vehicles

**VIII. Management Action Items**

There were no Management Action Items presented.

**IX. Reports**

President: President Placek reported that a survey is being prepared to be sent to residents living between 31<sup>st</sup> Street and 31<sup>st</sup> Road asking for their opinion on the building of a sidewalk between these two. Currently no sidewalk serves this stretch and both adults and children are either required to walk in the street or take a detour when traveling to or from Abingdon Elementary School. The results of the survey will be forwarded to the Fairlington Citizens Association.

She asked that Board Members provide their assessment of two types of pavers which are suggested as material for the walkway to trash container areas 75 and 76, which are situated behind S. Buchanan Street.

Vice President: Vice President Alvord had no report.

Secretary: Ms. Wasowski was not in attendance and no report was presented.

Treasurer: Mr. Reem reported the most recent financial report, which covers the first ten months of the fiscal year, shows a surplus for the month and for the year-to-date of income over expense.

#### Committee Reports

**Architectural Control Committee:** Ms. Dies reported the committee has prepared a preliminary standard variance for installation of doorbells and a final version will be presented at the September meeting of the Board.

#### **Communications/Technology Committee**

**Articles for the September 2019 Issue of the *Fairlington News*:** The Board reviewed items to be included in the September 2019 Issue of the *Fairlington News*. Mr. Stolof suggested that a box providing information on current projects be inserted, and it was agreed this would be done.

Management's Financial Report: There was no report, other than that provided by the Treasurer and those in writing, and there were no questions from the Board.

#### Management's Administrative Report

Mr. Roby reported that management has concluded there are enough funds in reserves to repave two more parking lots, and he will be submitting proposals for the work for approval at the September meeting.

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.

[President Placek recessed the meeting at 7:45 p.m. and called the meeting back to order at 8:00 p.m.]

**X. Executive Session**

President Placek asked for a motion to Adjourn into Executive Session as permitted under the Code of Virginia (Condominium Act) 55-79.75c.

*Ms. Placek moved the Board of Directors adjourn the regular meeting into closed session as allowed under the Code of Virginia, to discuss the legal obligations of individual owners. Seconded by Ms. Alvord and passed (6-0-0).*

At 8:15 p.m., the Board recessed the Open Session and reconvened in Executive Session to discuss personnel, legal or contractual matters, as permitted by subsection [C] of Section 55-79.75 of the Code of Virginia.

**XI. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, September 4, 2019.

**XII. Adjournment of Meeting**

President Placek adjourned the meeting at 8:35 p.m.

  
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Secretary  
Fairlington Villages, a Condominium Association