

**FINAL**

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
COMMUNITY CENTER  
January 2, 2019**

**Directors Present:**

Terry Placek	President and At-Large Director (via telephone)
Melanie Alvord	Vice President and Ward VI Director
Andi Dies	Secretary and Ward IV Director
Harry Reem	Treasurer and Ward III Director
Philip Brown	Ward V Director
Edward Stolof	Ward II Director
Larry Straub	At-Large Director
One Vacant	

**Also Present:**

Gregory B. Roby	General Manager
Miguel Galvez	Facilities Manager
Mark Johnson	Operations Manager
Erin Moran	Office Manager
Dave Bush	Recording Secretary

**I. Residents' Comments**

No homeowners were present for the meeting.

**II. Call to Order**

At 7:00 p.m. Vice President Alvord called the regular agenda to order.

**III. Establishment of Quorum**

Vice President Alvord noted there was a quorum with six members present.

**IV. Approval of Minutes – December 5, 2018 Regular Meeting**

*Ms. Placek moved the minutes of the December 5, 2018 regular meeting of the Board of Directors be approved. Seconded by Mr. Stolof and passed (6-0-0).*

**Old Business**

**A. Variance Request – 4809 S. 27<sup>th</sup> Road – Install a Fence in the rear of the unit and Install Balcony Steps**

*Ms. Placek moved the Board approve the variance request from the homeowner at 4809 S. 27<sup>th</sup> Road to install a fence and balcony stairs in the rear of the unit. Seconded by Mr. Reem and failed on a Roll Call Vote (1-6-0) with Mr. Straub in favor and Ms. Alvord, Mr. Brown, Ms. Dies, Ms. Placek, Mr. Reem and Mr. Stolof opposed.*

[Mr. Brown arrived at 7:12 p.m. during the vote and began participation at that time.]

Vice President Alvord noted the governing documents for Fairlington Villages does not allow the Board to approve the variance request as submitted.

President Placek suggested, based on recent information, the homeowner may be interested in modifying the variance to one which requests only the installation of balcony stairs. The Board could only act on such a request if it received an opinion from Legal Counsel affirming the Board had such authority given recent developments in the law. Mr. Roby stated he would request an opinion on the matter from Counsel on the Board's behalf.

**New Business**

**A. Variance Request – 4625 S. 30<sup>th</sup> Road – Remove Non Load-Bearing Wall and Load-Bearing Wall**

*Mr. Brown moved the Board approve the November 29, 2018 variance request from the homeowners at 4625 S. 30<sup>th</sup> Road to remove a non load-bearing wall between the kitchen and the dining room and remove a load-bearing divider 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. Straub and passed (7-0-0).*

**-B. Disabled Parking Request – 2865 S. Buchanan Street, B-1**

*Ms. Dies moved the Board of Directors approve Management's action of installing one disabled parking space in parking lot #5 (2869-2879 S. Buchanan Street) and approve the request from*

*the homeowner for the period of December 26, 2018 – March 10, 2019. Seconded by Mr. Reem and approved (7-0-0).*

**C. Sewer Line Repairs at 2873 S. Abingdon Street**

*Mr. Reem moved the Board authorize Management to contract with Dynamic Drain Technologies, for the repair of the sewer line serving 2873 S. Abingdon Street as described in the attached memo at a cost not to exceed \$16,622.00. In addition, \$2,500.00 is authorized for the restoration of the grounds. Seconded by Ms. Placek and passed (7-0-0).*

To be charged to Reserve Account 3700 – Water/Sewer Lines

**VII. Management Action Items**

There were no Management Action Items on the agenda and none were presented.

**VIII. Reports**

President: President Placek wished the Members of the Board and Management a very Happy New Year. She reminded Members there will be special meeting of the Board on Thursday, January 10<sup>th</sup> to discuss the Strategic Plan and a Listening Session concerning the location of the trash receptacle enclosure(s) serving 30<sup>th</sup> Road being held later in the month. She urged all Members attend both meetings, but reminded all that the Listening Session is meant to serve as a forum for homeowners. Members of the Board and Management present should not engage in the conversation.

Vice President: Vice President Alvord had no report.

Articles for the February 2019 Issue of the *Fairlington News*: The Board reviewed items to be included in the February 2019 Issue of the *Fairlington News*.

Treasurer: Mr. Reem reported Year-End Financial Statements show a current excess of income over expense of \$68,723; however, this figure will most likely be diminished by invoices for water and painting billed for the past fiscal year but not yet received or included in the financial report ending September 31, 2018. Notwithstanding these adjustments, he stated he expects the final report to include a slight surplus.

Strategic Plan Task Force: Mr. Reem reported work on the Strategic Plan is proceeding and that a survey to be sent on January 14<sup>th</sup> has been approved. He reminded the Board there will be a special meeting of the Board held January 10<sup>th</sup> to review a preliminary plan, which will be followed by a Town Hall meeting on February 2, 2019.

Secretary: Ms. Dies had no report.

Committee Reports: There were no reports other than those presented in writing.

Management's Financial Report: Mr. Roby had no report other than what was reported by Treasurer Reem. He reported the financial statements and reports for October and November are being finalized and will be presented as soon as possible.

Management's Administrative Report

Mr. Roby provided brief updates on: 1) the trash enclosure project, 2) landscaping for the enclosures, 3) leaf removal from the property, and 4) progress of the maintenance yard renovation.

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

Operations Report: Mr. Johnson reported the paving of Parking Lot #23 will begin this week.

**IX. Executive Session**

Vice President Alvord 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 Mr. Brown and passed (7-0-0).*

At 7:35 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.

**X. Establishment of Next Board Meeting**

The next regular meeting of the Board will be held Wednesday, February 6, 2019.

**XI. Adjournment of Meeting**

Harry Reem moved that the Board adjourn the meeting of January 2, 2019. Seconded by Ed Stoloff and passed (7-0-0).

Vice President Alvord adjourned the meeting at 8:40 p.m.



Secretary

Fairlington Villages, a Condominium Association