

**FINAL**

**FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
COMMUNITY CENTER  
February 6, 2019**

**Directors Present:**

Terry Placek	President and At-Large Director
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 Stollof	Ward II Director
Larry Straub	At-Large Director
Ann Wasowski	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 during the meeting.

**II. Presentation – FEA - Masonry Assessment Update**

President Placek introduced Michael Payne and Erin Falvey of Facility Engineering Associates, P.C., who reviewed the firm's report on the continuing masonry work at Fairlington Villages. Mr. Payne, the Project Manager, briefly reviewed FEA's current Exterior Masonry Assessment Report (FEA# R01.2013.00792) which describes in some detail the work performed during the past four years. Going forward, Mr. Payne reported that FEA does not recommend a building-by-building comprehensive masonry remediation project as was contemplated during stages of the current project. Rather FEA suggests that limited repairs be continued using a five-year phased approach at an approximate cost of \$500,000 annually from 2019 through 2023. After conclusion of this project, FEA recommends a comprehensive Ward-by-Ward repair project over the following five years from 2024 through 2029 to address issues that are more widespread than those in the limited project., including vent cap replacement, chimney cap replacement porch repairs retaining wall repairs and maintenance. The cost of this work is estimated to be between

\$350,000 and \$480,000 in any given year. Estimates are being provided now to ensure they are included in the 2019 revision to the reserve funding plan.

FEA ended the presentation by remarking that the building structures are in remarkably good condition for their age. The firm would scope a Comprehensive Cleaning Project to refresh the brick facades, the cost of which would vary ranging from \$2,500 to \$10,000 per building depending on conditions and the cleaning method specified.

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

At 7:26 p.m. President Placek called the regular agenda to order.

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

President Placek noted there was a quorum with eight members present.

### **V. Approval of Minutes – January 2, 2019 Regular Meeting**

*Mr. Reem moved the minutes of the January 2, 2019 regular meeting of the Board of Directors be approved. Seconded by Ms. Dies and passed (8-0-0).*

### **VI. Old Business**

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

### **VII. New Business**

#### **A. Towing Reimbursement – 4707 S. 29<sup>th</sup> Street, A-2**

*Ms. Alvord moved the Board approve the request from the resident of 4707 S. 29<sup>th</sup> Street, A-2, for the reimbursement of \$165.00 for expenses as described in the attached request. Seconded by Mr. Stolof and failed (0-8-0).*

#### **B. Variance Request – 2811 S. Columbus Street – Remove a Portion of Load-Bearing Wall Between the Kitchen and the Living Room and Remove a Portion of a Load-Bearing Wall Between the Kitchen and the Dining Room**

*Mr. Brown moved the Board approve the January 8, 2019 variance request from the homeowner at 2811 S. Columbus Street to remove a portion of a load-bearing wall between the Kitchen and the Living Room and remove a portion of a load-bearing wall between the Kitchen and the Dining Room in the unit. Seconded by Ms. Alvord and passed (8-0-0).*

Mr. Brown reported the Architectural Control Committee recommended the Board approve the request.

**C. Pitched Roof Replacement**

*Mr. Reem moved the Board of Directors authorize Management to contract with Northern Virginia Roofing, for the replacement of ten pitched roofs, at a cost not to exceed \$511,450.00, modifying the amount approved on May 2, 2018. Seconded by Ms. Wasowski and passed (8-0-0).*

To be charged to Reserve Account 3700-2100 (Roofs)

**D. Rotten Wood Replacement – Ward IV**

*Ms. Dies moved the Board of Directors authorize Management to contract with Middledorf Property Services, Inc., for the replacement of rotten wood in Ward IV, at a cost not to exceed \$38,475.00, modifying the amount approved on May 2, 2018. Seconded by Mr. Stolof and passed (8-0-0).*

To be charged to Reserve Account 3700 – 2000 (Exterior Building)

**E. Purchase of Planters and Pet Waste Receptacles**

*Ms. Wasowski moved the Board approve the purchase of planters and pet waste receptacles from Victor Stanley at a total cost of \$17,467.84. Seconded by Ms. Alvord and passed (8-0-0).*

To be charged to Reserve Account 3700 – Reserves

**E. Certification of Candidates**

*Ms. Wasowski moved the Board of Directors hereby certify the following individual(s) as qualified for the 2019 Board of Directors election, for the position as indicated:*

<u>Position</u>	<u>Candidate</u>
Ward I	Tonya Morris Jessica Auston
Ward VI	Melanie Alvord
At-Large Director	Terry Placek

*Seconded by Mr. Reem and passed (8-0-0).*

**F. 2019 Election Panel - Director Members**

*Ms. Dies moved the Board appoint the following Directors, whose terms do not expire, to the 2019 Election Panel. Director members: Andi Dies. Alternate Director member: Anne Wasowski. Second Alternate Director member Philip Brown. Seconded by Mr. Brown and passed (8-0-0).*

**F. 2019 Election Panel – Non-Director Panel**

*Ms. Alvord moved the Board appoint the following Non-Director Unit Owners to the 2019 Election Panel. Unit Owner member: Cheryl Chevalier, Unit Owner member: Brian Unger, and Alternate Unit Owner member: Norma Reem. Seconded by Ms. Dies and passed (8-0-0).*

**VIII. Management Action Items**

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

**IX. Reports**

President: President Placek reminded members that the Washington Metropolitan Chapter of the Community Associations Institute will be holding its Annual Exposition on February 23<sup>rd</sup> and Board Members are urged to attend. She also reminded the Board it will be holding a special meeting in Executive Session in March to meet with the Manager for a job assessment review and she will be contacting members to set a date. She then reviewed a proposal for reports at the upcoming Annual Meeting and asked for comments.

Parking Working Group: President Placek asked Mr. Straub for a report on a recent meeting of the Group. Mr. Straub reported that four residents attended a meeting of the group and offered opinions and suggestions on how to enforce towing from lots. It happened that the security officer was available and spoke about his duties. President Placek emphasized that there will be a parking survey as well as articles in the newsletter, so owners will have a chance to join in the conversation, and she urged the group to generate as much interest as possible in their mission.

[President Placek recessed the meeting at 8:02 p.m. and called the meeting back to order at 8:17 p.m.]

President Placek continued her report by noting she had received a letter from a local Realtor in reaction to a recent letter sent by Fairlington Villages. The author was not pleased with the letter and suggested he might take legal action. She will keep the Board informed.

President Placek concluded by reporting that the 30<sup>th</sup> Road South Community Listening Session held Saturday, January 26<sup>th</sup> was a success, and a survey will be sent to the neighborhood asking for their selection of locations for trash receptacles out of six possibilities. She noted the Board will be sponsoring listening sessions for three other neighborhoods during the month of March and final locations for each of the four neighborhoods should be identified no later than May.

Vice President: Vice President Alvord had no report.

Treasurer: Mr. Reem reported the most recent financial report for Fiscal Year 2018 shows the year ended with an income over expense amount of approximately \$24,000.

**Strategic Plan Task Force:** Mr. Reem reported work on the Strategic Plan is proceeding. He reported that a survey sent on January 14<sup>th</sup> has generated an 11.4% response thus far and that the February 2<sup>nd</sup> Town Hall was well attended.

Secretary: Ms. Dies had no report.

### Committee Reports

#### Communications/Technology Committee

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

Management's Financial Report: Mr. Roby reported the financial statement and reports for December were still being finalized. At President Placek's urging, he confirmed they would be completed no later than Friday, February 8<sup>th</sup>. While Mr. Roby apologized for the late delivery of recent month's financial statements, President Placek emphasized, and Mr. Roby agreed with the need to remain current on such a key deliverable from L&N.

#### Management's Administrative Report

Mr. Roby briefly reviewed the contents of the report he is preparing for the Annual Meeting, which will be a year-in-review. He also noted use of the new 24/7 trash area at the maintenance enclosure is now reaching maximum capacity of use and items which should not be placed at this location are beginning to show up. The area is being placed under permanent video surveillance and signs are being prepared indicating the area is reserved for North Fairlington Villages residents and identifying what may and may not be left at the location.

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.

King Street and 30<sup>th</sup> Road Turnoff: Ms. Dies reported she, Mr. Roby and Mr. Johnson will be meeting with representatives of the City of Alexandria and the Virginia Department Transportation concerning the 30<sup>th</sup> Road entrance to Fairlington Villages from King Street. The entrance is just past the off-ramp from I-395 South and vehicles must quickly merge from the ramp service road to King Street all the while having to contend with vehicles seeking to merge from King Street to the 30<sup>th</sup> Street entrance. This traffic pattern is difficult at best and adjustments need to be made for safety sake.

### **X. Establishment of Next Board Meeting**

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

**XI. 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.

*Mr. Reem 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 (8-0-0).*

At 9:11 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 55-79.75of the Code of Virginia.

There were no resolutions in the Executive Session.

*Ms. Placek moved the Board of Directors adjourn the closed session and reconvene into the regular meeting. Seconded by Ms. Alvord and passes (8-0-0).*

At 9:24 p.m., the Board recessed the Executive Session and reconvened into Open Session.

**XII. Adjournment of Meeting**

*Ms. Wasowski moved that the Board adjourn the meeting of February 6, 2019. Seconded by Mr. Brown and passed (8-0-0).*

President Placek adjourned the meeting at 9:26 p.m.

*Andreas Dies*

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Secretary  
Fairlington Villages, a Condominium Association