

FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
COMMUNITY CENTER
August 04, 2021

Directors Present:

Terry Placek	President and At-Large Director
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
Philip Brown	Ward V Director (Via Teleconference)
Ed Stollof	Ward II Director
Larry Straub	Ward IV Director (Via Teleconference)
Joe Torres	At-Large Director

Also Present:

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

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 partly by teleconference.

I. Residents' Comments

No residents requested to make comments.

II. Call to Order

At 7:01 p.m. President Placek called the regular agenda to order.

II. Establishment of Quorum

President Placek noted there was a quorum with seven members present either in person or by teleconference connection. She reported that Secretary and At-Large member Anne Wasowski would be attending later.

IV. Approval of Minutes

July 7, 2021 Regular Meeting

Mr. Reem moved the minutes of the July 7, 2021 regular meeting of the Board of Directors, as revised, be approved. Seconded by Mr. Torres and passed (7-0-0).

V. Old Business

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

VI. New Business

A. Variance Request – 2928 S. Buchanan Street, A-2 – Create a New Penetration for a Hybrid Water Heater Vent

Mr. Brown moved the Board approve the May 15, 2021 variance request from the homeowner at 2928 S. Buchanan Street, A-2 to create a new penetration for a hybrid water heater vent, 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 Ms. Alvord and passed (7-0-0).

Mr. Brown noted that all paperwork is in order and the application is ready for review.

B. Rules Violation – 2861 S. Abingdon Street

Mr. Reem moved that having conducted the Hearing and 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 of Directors finds that there is a violation of the Association's By-Laws, and hereby assesses Edgar and Jessica Bravo, owners of 2861 S. Abingdon Street, \$50.00 for the Rules Violation noted in the letters dated, May 20, 2021, June 8, 2021 and June 28, 2021. Seconded by Mr. Brown and tabled until the September regular meeting.

Mr. Brown moved to table the motion on a rules violation at 2861 S. Abingdon Street until the September regular meeting of the Board. Seconded by Ms. Alvord and passed (6-1-0).

The motion was approved with the understanding that the unit will be monitored on a daily basis to see whether the violation continues.

Neither the complainant nor the respondent were present. Two members of the Board noted they passed by the unit in question and had seen the offense listed in the complaint. It was also noted

that the respondent has made a separate complaint about the complainant. In all, the Board felt it was better to continue to monitor the unit to see if the alleged violation is continuing and to counsel best practices in dealing with storage of items on the common elements.

C. Draft FY2022 Budget

Mr. Reem moved that the Board of Directors approve the FY 2022 budget increasing condominium fees by 1.5%, effective October 1, 2021, and summarized as follows and as shown in the attached comparison sheet:

<u>Total Expenditures</u>		<u>\$8,149,130</u>
Operating expenses:	\$4,991,763	
Reserve contributions:	\$3,157,367	
<u>Total Estimated Revenue</u>		<u>\$8,149,130</u>
Condominium fees:	\$7,963,342	
Other Income:	\$ 185,788	

Seconded by Ms. Alvord and passed (7-0-0).

Mr. Reem briefly reviewed elements of the proposed budget, noting that it contained a 1.5% increase in unit assessments which will cover a 2.2% rise in operating costs and a 1.0% increase in reserve contributions. He reported that development of the budget was set by three objectives, these being keeping the current level of service the same, fully funding reserves and funding capital projects which had been delayed during the recent pandemic.

D. FY2021 Back-Yard Fence Replacement Project – Phase 2

Mr. Stoloff moved the Board of Directors authorize the General Manager to enter into a contract with Long Fence, for Phase 2 of the Back-Yard Fence Replacement Project, at a total cost of \$875,606.25. This amount includes \$50,000.00 in allowances as described in the attached memorandum. The fences will be built with Western Red Cedar with Pressure Treated Pine posts. The Calendar of Reserves Expenditures includes \$679,112.00 for this project in FY2021, and all the funds are currently available. The balance of \$196,494.25 will be deducted from the amounts reserved for the last phase (phase 6) in FY2025. Seconded by Mr. Torres and passed (7-0-0).

To be charged to Reserve Account 3700-8600 (Reserves - Fences)

E. Strategic Plan Task Force Report

This agenda item concerned provision of a report and there were no motions on the subject.

Strategic Plan Task Force Chair Ed Stoloff presented a brief review of the Strategic Plan Revision undertaken by Task Force Members over the past two months. He reviewed five general principles (goals and objectives) of the plan, eight focus areas, seven areas of revisions to

the main plan, and, the next steps, which include: (1) a request that Board Members review the revised plan and send comments on revisions by August 15th; (2) that suggestions from Board Members be incorporated into the plan prior to the September meeting of the Board; (3) that substantive changes to the plan will be finalized in September; (4) minor revisions to the entire plan document, based on changes to the Focus Areas, Strategies and Objectives will be made; and, (5) that the document will be formatted and circulated to appropriate parties.

Both President Placek and Mr. Roby commended Task Force members for their excellent work, especially in light of the short time they had to perform the task. Mr. Roby reported staff will be reviewing revisions, both individually and in a group meeting.

F. Future Activities

This agenda item was provision of a report and there were no motions on the subject.

Director Torres reported the committee held a meeting to recruit event volunteers attended by fifteen to twenty people. Events currently being planned are a Pet Happy Hour and a Fall Yard Sale with the Happy Hour being finalized and preliminary planning for the yard sale to be discussed at a virtual committee meeting to be held next week.

G. Pitched Roofs Replacement FY2021 – Additional Funds

Mr. Reem moved that the Board of Directors authorize payment in the amount of Thirteen Thousand Six Hundred Eighty and No/100 Dollars (\$13,680.00) to Northern Virginia Roofing for services already rendered in connection with the FY21 phase of roofing replacements, which amounts are in excess of sums already authorized for expenditure with this project in FY21 year-to-date. The Calendar of Reserves Expenditures includes \$381,000.00 for this purpose in FY2021. Including this sum, the total expended toward the project in FY21 will be \$261,980.00. Seconded by Mr. Stolof and passed (7-0-0).

VII. Reports

President: President Placek once again thanked the Strategic Plan Task Force for their diligent work and excellent set of revisions to the Strategic Plan.

Vice President: Ms. Alvord had no report.

Treasurer: Mr. Reem reported that the most recent financial report, covering the eighth month of Fiscal Year 2021, shows a year-to-date surplus of \$60,108.

Secretary: Ms. Wasowski was not present at this time and there was no report.

Committee Reports

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

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

Management's Project & Status Report: The Board reviewed and concurred with the draft Handbook's pet leash wording based on the By-laws.

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.

IX. Establishment of Next Board Meeting

The next regular meeting of the Board will be held Monday, August 30, 2021.

[The Board of Directors stood in recess at 7:49 p.m. while awaiting the arrival of Legal Counsel Wil Washington]

[Secretary and At-Large Board Member Anne Wasowski joined the meeting via teleconference at 8:20 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. Alvord moved the Board of Directors adjourn the regular meeting into closed session as allowed under the Code of Virginia, to discuss unit owners common liability. Seconded by Mr. Reem and passed (7-0-0).

At 8:20 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.

At 9:10 p.m. the Board adjourned the Executive Session and returned to open session. There were no motions brought forward from the Session.

XI. Adjournment of Meeting

Mr. Reem moved the Board adjourn the meeting of August 4, 2021. Seconded by Ms. Wasowski and passed (8-0-0).

President Placek adjourned the meeting at 9:18 p.m.



Secretary
Fairlington Villages, a Condominium Association