

STRUCTURAL INTEGRITY AND RESERVES STUDY (SB 740) WORKGROUP

MINUTES OF MEETING

The Structural Integrity and Reserves Study Workgroup met on November 16, 2022, at the Virginia Tech Research Center Arlington, 900 N. Glebe Rd, Arlington, Virginia 22203.

The following members were present:

Lucia Anna (Pia) Trigiani, Chair
Walter Alcorn
Michelle Baldry
Erin Barton
Gary Beveridge
Steven Brumfield
Walter Diercks
Mark Dix
Lee Frame
Heather Gillespie

Colin Horner
Kimberly Kacani
Rafael Martinez
Theresa Melson
Phoebe Neseth
Edward O'Connell
John Olivieri
Phoebe Rolen
Lynette Wuensch

Workgroup members Jon Bach, John Bailey, Jeffrey Brown, Ron Clements, Anne Sheehan, and Chris Stone were not present at the meeting.

DPOR staff present for all or part of the meeting included:

Trisha L. Lindsey, Executive Director, Common Interest Community Board
Joseph C. Haughwout, Jr., CIC Board and Regulatory Administrator
Jennifer Sayegh, Policy and Legislative Affairs Manager
Raven Custer, Administrative Coordinator

Mel Jones, Terry Clower, Mark Goldberg-Foss, Bob McNab, and Matt Vogel were present as meeting facilitators.

Ms. Trigiani, Chair, called the meeting to order at 10:13 a.m.

Call to Order

Ms. Jones advised the Workgroup of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. Brumfield moved to approve the agenda. Mr. Alcorn seconded the motion, which was unanimously approved by: Alcorn, Baldry, Barton,

Approval of Agenda

Structural Integrity and Reserves Study (SB 740) Workgroup
November 16, 2022

Beveridge, Brumfield, Diercks, Dix, Frame, Gillespie, Horner, Kacani, Martinez, Melson, Neseth, O'Connell, Olivieri, Rolen, Trigiani, and Wuensch.

Mr. Frame moved to approve the October 19, 2022, Structural Integrity and Reserves Workgroup meeting minutes as presented. Mr. Brumfield seconded the motion which was unanimously approved by: Alcorn, Baldry, Barton, Beveridge, Brumfield, Diercks, Dix, Frame, Gillespie, Horner, Kacani, Martinez, Melson, Neseth, O'Connell, Olivieri, Rolen, Trigiani, and Wuensch.

Approval of Minutes

There were no members of the public present who wished to address the Workgroup.

Public Comment Period

Ms. Jones welcomed the Structural Integrity and Reserves Study Workgroup to their third meeting and shared an introductory presentation.

Presentations

Ms. Jones shared a presentation on structural integrity.

Mr. McNab shared a presentation on liabilities.

Mr. Goldberg-Foss shared a presentation on insurance for common interest communities.

Mr. O'Connell departed from the Workgroup meeting at 11:36 a.m.

Departure of Workgroup Member

Mr. Goldberg-Foss continued his presentation on insurance for common interest communities.

Presentations Continued

Ms. Jones shared a presentation on financing and borrowing for common interest communities.

Ms. Jones shared a presentation on condominium and household characteristics. Ms. Jones reviewed breakout session topics for consideration and provided points to consider on each topic. The breakout session topics were: Board Responsibility, Liability and Insurance; Criteria for Structural Integrity; and Financing and Rehabilitation. Workgroup members were asked to provide staff with their preference for the breakout session they would attend.

The Board recessed from 12:20 p.m. to 12:55 p.m. Mr. Beveridge departed during the recess.

Recess and Departure of Workgroup Member

Structural Integrity and Reserves Study (SB 740) Workgroup
November 16, 2022

The Workgroup went into breakout sessions led by Mel Jones, Mark Goldberg-Foss, and Bob McNab at 12:55 and returned as the full group at 2:03 p.m.

Breakout Sessions

Mr. Dix departed from the Workgroup meeting at 2:03 pm.

**Departure of
Workgroup
Member**

The Workgroup was provided with (i) a letter from the Honorable Scott A. Surovell, patron of SB 740; (ii) current versions of applicable common interest community laws and regulations-; (iii) provisions of the Uniform State Building Code; (iv) CIC Board guidelines for development reserve studies for capital components; (v) various CAI publications related to reserve studies, condominium and condominium safety, infrastructure in community associations, and state volunteer immunity laws; (vi) Florida SB 4-D; and additional news and journal articles in relation to Champlain Towers.

**Resources and
Information**

The Workgroup discussed key topics from the breakout sessions as a full group.

Other Business

Ms. Jones reminded the committee of the upcoming Workgroup meeting on February 7, 2023, in Newport News

**Future Meeting
Dates**

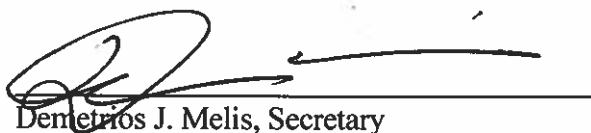
Ms. Trigiani reminded Workgroup members to complete their conflict of interest forms

**Complete Conflict
of Interest Forms**

There being no further business, the meeting adjourned at 2:14 p.m.

Adjourn


Lucia Anna Trigiani, Chair


Demetrios J. Melis, Secretary

COMMON INTEREST COMMUNITY BOARD
STRUCTURAL INTEGRITY AND RESERVE WORK GROUP

Wednesday, November 16, 2022
Virginia Tech Research Center - Arlington
10:00 A.M.

Virginia Tech Research Center - Arlington
900 N Glebe Rd, Arlington, VA 22203

THE FOLLOWING PEOPLE ATTENDED THE ABOVE WORK GROUP MEETING:

NAME	AFFILIATION	PHONE #	E-MAIL ADDRESS
Rafael Martinez		763 844 9339	
Lynette Wuensch		804-647-7701	
Phoebe Polen		703-899-4818	
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