

STRUCTURAL INTEGRITY AND RESERVES STUDY (SB 740) WORK GROUP

MINUTES OF MEETING

The Structural Integrity and Reserves Study Work Group met on October 19, 2022, at the Virginia Tech Roanoke Center, 108 N. Jefferson Street, #701, Roanoke, Virginia 24016.

The following members were present:

Lucia Anna (Pia) Trigiani, Chair
Walter Alcorn
Jon Bach
John Bailey
Michelle Baldry
Gary Beveridge
Jeffrey Brown
Steven Brumfield
Ron Clements
Walter Diercks

Mark Dix
Lee Frame
Heather Gillespie
Colin Horner
Kimberly Kacani
Phoebe Neseth
Edward O'Connell
John Olivieri
Phoebe Rolan
Anne Shechan

Work Group members Erin Barton, Rafael Martinez, Theresa Melson, Chris Stone and Lynette Wuensch 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
Tanya M. Pettus, Board Administrator
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 10:02 a.m.

Call to Order

Ms. Jones advised the Work Group of the emergency evacuation procedures.

**Emergency
Evacuation
Procedures**

Mr. O'Connell moved to approve the agenda. Ms. Rolan seconded the motion, which was unanimously approved by: Alcorn, Bach, Bailey, Baldry, Beveridge, Brown, Brumfield, Clements, Diercks, Dix, Frame,

Approval of Agenda

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Gillespie, Horner, Kacani, Neseth, O'Connell, Olivieri, Rolen, Sheehan, and Trigiani.

Mr. Frame moved to approve the August 5, 2022, Structural Integrity and Reserves Work Group meeting minutes as presented. Mr. Brumfield seconded the motion which was unanimously approved by: Alcorn, Bach, Bailey, Baldry, Beveridge, Brown, Brumfield, Clements, Diercks, Dix, Frame, Gillespie, Horner, Kacani, Neseth, O'Connell, Olivieri, Rolen, Sheehan, and Trigiani

Approval of Minutes

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

Public Comment Period

Ms. Jones welcomed the Structural Integrity and Reserves Study Work Group to their second meeting and thanked everyone for participating.

Welcome

Mr. McNab shared a presentation on reserve studies from an economic perspective.

Presentations

Mr. Goldberg-Foss shared a presentation on CIC governance.

Ms. Jones shared a presentation on condominium and household characteristics. Ms. Jones reviewed breakout session topics for consideration and provided statistics to consider on each topic. The breakout session topics were: Reserve Studies, Board Governance, and Variety of Conditions and Circumstances for CICs. Work Group members were asked to provide staff with their preference for the breakout session they would attend.

Mr. McNab shared a presentation on survey instruments.

The Board recessed from 12:00 p.m. to 12:45 p.m.

Recess

The Work Group went into breakout sessions lead by Mel Jones, Mark Goldberg-Foss, and Bob McNab at 12:45 and returned as the full group at 2:01 p.m.

Breakout Sessions

The Work Group 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

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immunity laws; (vi) Florida SB 4-D; and additional news and journal articles in relation to Champlain Towers.

The Work Group discussed key topics from the breakout sessions as a full group. **Other Business**

Ms. Jones reminded the committee of the upcoming Work Group meeting on November 16, 2022 in Arlington **Future Meeting Dates**

Ms. Trigiani reminded Work Group members to complete their conflict of interest forms **Complete Conflict of Interest Forms**

There being no further business, the meeting adjourned at 2:15 p.m. **Adjourn**



Lucia Anna Trigiani, Chair



Demetrios J. Melis, Secretary