

**COMMON INTEREST COMMUNITY BOARD
CONDOMINIUM REGULATORY REVIEW COMMITTEE MEETING**

MINUTES OF MEETING

The Condominium Regulatory Review Committee of the Common Interest Community Board met on Thursday, March 1, 2012, at the Department of Professional and Occupational Regulation (DPOR), 9960 Mayland Drive, 2nd Floor, Board Room 4, Richmond, Virginia 23233.

The following members were present:

Christiaan Melson, Chair
Thomas Colucci
Robert Diamond
Michael Inman (arrived at 9:55 a.m.)
Mark Kinser (arrived at 9:52 a.m.)
Michelle Thompson
Lucia Anna Trigiani (Ex-Officio)

Board members Kimberly Kacani and Miyun Sung and Committee member David Mercer were not in attendance.

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

Gordon Dixon, Director
Mark N. Courtney, Deputy Director of LRD
Trisha L. Henshaw, Executive Director
Heather Gillespie, Ombudsman
Thomas K. Perry, Property Registration Administrator
Betty C. Jones, Administrative Assistant

Steven Jack from the Office of the Attorney General was present.

Mr. Melson, Chair, called the meeting to order at 9:50 a.m.

Call to Order

Mr. Colucci moved to approve the revised agenda. Mr. Diamond seconded the motion which was unanimously approved by: Colucci, Diamond, Melson, and Thompson.

Approval of Agenda

Mr. Melson opened the floor for public comment. No members of the public present requested to speak.

**Public Comment
Period**

The Committee reviewed several issues that had previously been deferred for later discussion. Several issues were identified that would be referred for the Board to discuss at the March 22, 2012, Board

**Requiring Further
Discussion/Review**

meeting. During the discussion, Mr. Kinser arrived at the meeting at 9:52 a.m. and subsequently Mr. Inman arrived at the meeting at 9:55 a.m.

The Committee discussed draft text prepared by staff pertaining to environmental disclosures. After discussion, the Committee agreed by consensus to include requirements for disclosure of several specific environmental issues in the public offering statement.

Environmental Disclosures

Ms. Henshaw provided the Committee with a draft of the Condominium Regulations that incorporated the suggested changes from the previous Committee meetings. The Committee discussed the draft text and made several additional changes.

Review Draft CIC Condominium Regulations

The Committee recessed at 11:02 a.m. and reconvened at 11:33 a.m.

Break

The Committee continued the review of the draft Condominium Regulations. Some of the changes were of a grammatical nature, and others were intended to clarify sections of the regulations. After review and discussion, Mr. Diamond moved that the Committee recommend that the Board adopt the draft Condominium Regulations as developed by the Committee. Mr. Colucci seconded the motion which was unanimously approved by: Colucci, Diamond, Inman, Kinser, Melson, and Thompson.

Review Draft CIC Condominium Regulations

Ms. Henshaw indicated that staff would prepare the final draft approved by the Committee to be presented to the Board at the March 22, 2012, Board meeting.

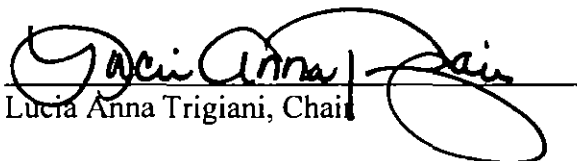
Mr. Melson thanked the Committee for its work and the time dedicated by the members to conduct such a comprehensive review of the Condominium Regulations.

The Board members serving on the Committee were reminded to complete their conflict of interest forms and travel vouchers.

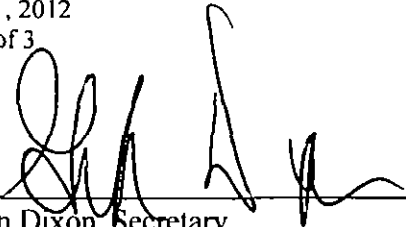
Conflict of Interest and Travel Voucher Forms

There being no further business, the meeting was adjourned at 11:47 a.m.

Adjourn


Lucia Anna Trigiani, Chair

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Gordon Dixon, Secretary

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Christiaan Melson
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
March 1, 2012

5. I have a personal interest in the following transaction:

N/A

Nature of Personal Interest Affected by Transaction:

N/A

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

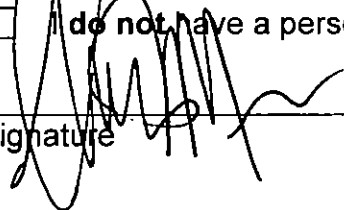
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.

Signature



Date

3/1/12

**STATE AND LOCAL GOVERNMENT
CONFLICT OF INTERESTS ACT**

**TRANSACTIONAL DISCLOSURE STATEMENT
for Officers and Employees of State Government**

1. Name: Lucia Anna Trigiani
2. Title: Board Member
3. Agency: Common Interest Community Board
4. Meeting/IFF Date: Condominium Regulatory Review Committee Meeting
March 1, 2012

5. I have a personal interest in the following transaction:

Nature of Personal Interest Affected by Transaction:

I declare that I am a member of the following business, profession, occupation or group, the members of which are affected by the transaction:

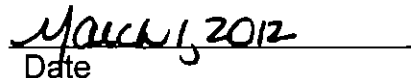
I am able to participate in this transaction fairly, objectively, and in the public interest.

or

I did not participate in the transaction.

6. I do not have a personal interest in any transactions taken at this meeting.


Signature


Date