



## **MONTCLAIR PROPERTY OWNERS ASSOCIATION, INC.**

### **Board of Directors Meeting**

**December 11, 2024 at 6:30 P.M.**

**Hybrid Meeting – Virtual on Zoom, In-Person at MPOA Conference Room  
3561 Waterway Drive, Montclair, VA 22025**

#### **AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Speakers Time – Homeowner’s Forum**  
*Two Minutes Per Speaker\**
- IV. Move to Recess and Convene in Executive (Closed) Session**

Motion: Mister President, I move that this meeting be recessed and the Board of Directors immediately reconvene in executive session to consider (i) personnel matters; (ii) consult with legal counsel; (iii) discuss and consider contracts, pending or probable litigation, and matters involving violations of the declaration or rules and regulations adopted pursuant to such declaration for which a member or his family members, tenants, guests, or other invitees are responsible; or (iv) discuss and consider the personal liability of members to the association, as provided for in Section 55.1-1816C of the Virginia Property Owners Association Act. \*

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|--------------|--|
| <b>TAB 1</b> | <b>V. Executive Session (Closed)</b> <ol style="list-style-type: none"><li>a. Violation Hearings for Non-Respondent Homeowners</li><li>b. Collection Write-off Requests from Legal</li><li>c. Accelerations and Collection Turnover</li><li>d. Read File</li></ol> |
|              | <b>VI. Reconvene Open Session</b>  |
|              | <b>VII. Consent Agenda</b>   |
|              | <b>VIII. Set Agenda for Open Meeting</b>   |
| <b>TAB 2</b> | <b>IX. Board Ratifications of Executive Session Items</b> <ol style="list-style-type: none"><li>a. Violation Hearings for Non-Respondent Homeowners</li><li>b. Waiver Requests from Legal</li><li>c. Accelerations and Collection Turnover</li></ol>               |
| <b>TAB 3</b> | <b>X. Review and Approve Prior Meeting Minutes</b><br><i>Minutes from November 13, 2024 BOD Meeting</i>  |

**XI. Unfinished Business**

- TAB 4 a. FirstService Management Contract Option

**XII. New Business**

- TAB 5 a. PIR & Variance – Lot Line Adjustment - 5138 Olivia Way  
TAB 6 b. Lake Dredging Contract  
TAB 7 c. Dam Engineering Consulting Services  
TAB 8 d. Approval of FY24 Draft Audit  
TAB 9 e. Engineering Visit for West Beach Bathroom Project  
TAB 10 f. Structural Engineer for MPOA Office Building  
TAB 11 g. Brightview Tree Work  
TAB 12 h. Blue Star Memorial Planting Plan  
TAB 13 i. Swim Fest Contract with Potomac Marlins  
TAB 14 j. Approval of Proposed FY26 Draft Budget  
TAB 15 k. Approval of Changes to Five-Year Plan  
TAB 16 l. Amendment to Approved 2025 Annual Meeting Location  
TAB 17 m. Limiting Covenant Reviews to Twice a Year  
TAB 18 n. Revised Event Calendars for Fiscal Years 2025 and 2026  
TAB 19 o. Board Vacancy Appointment  
TAB 20 p. Committee Volunteer Application(s)  
TAB 21 q. Business Use of MPOA Facilities Application  
TAB 22 r. Army Training at Dolphin Beach  
TAB 23 s. Beach Access for Holiday Boat Parade

TAB 24 **XIII. Manager’s Report**

TAB 25 **XIV. Officer’s Report**

- a. President  
b. Vice President  
c. Treasurer - Financial Report  
d. Secretary

**XV. Director’s Comments**

**XVI. Scheduled Meetings**

Board of Directors meetings are on the second Wednesday of each month via Zoom.

**\*\* Please have all agenda items submitted by 5:00 p.m. on Monday the week before the meeting. \*\***

**XVII. Adjournment**

**President may limit duplicate comments on same issue.**

**Prepared By:** Steven Levin - General Manager and Brian Proctor - President

**Distribution:** Buck Arvin, Linda Cheng-Khan, Chris Dvorak, Stephanie Eversley, Walt Giraldi, Corbin Parish, Brian Proctor, Fred Rash, Bill Shelly, Tom Starai, Chris Williams

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