

**Activities Committee Report  
September 3, 2019  
Parkfairfax Management Office  
3360 Gunston Road**

**In Attendance:**

Karen Elsbury  
Susan Cox – Board Liaison  
Nate Davis  
Andrea Drone  
Margee M. Eife  
Joyce Frank  
Maria Smith

**Absent:**

Holly Burch  
Marilyn Munson

**Guest:**

Pam Veazey

**I. Call to Order**

- Karen Elsbury called the meeting to order at 6:30. Welcome Pam Veazey (a friend of Margee's) to the meeting.

**II. Business Items and Announcements**

- Discussion of Doggie Dip Event 9/7. Karen has keys to pool. Will confirm they work so that she can get in a few minutes early to set up. Will make poster board signs with the usual rules: All shots UTD, dogs must be well socialized, no one is allowed in the pool with the dogs. Karen has texted Luis to see if he wants to moderate, but has not heard back from him.
- Wine & Cheese to be held 11/9. Group will ask Marilyn Munson to reach out to Marene LoPrete to see if she can help stage the cheese and cracker platters for us again.
- Jingle Mingle 12/8. Group is really pleased with how the event turned out last year in the party room. Given that the tree is still relatively small, plan to hold it again at party room. Maybe can suggest residents can do an impromptu gathering at the tree if residents really want to meet there. Will need to find Santa and reserve party room.
- Briefly discussed Chili Cook Off to be held in February. Holly wasn't at meeting, so will push to another meeting so she can be involved.

**III. Misc and Discussion**

- Joyce to update newsletter for October.
- Discussed again our issue with Paul Friedman using our events as a campaign opportunity. Committee is frustrated and need to prepare for him to show up at our Wine & Cheese Event. Holly and Nate went to the August Board meeting and are working on drafting some language for Board.

**IV. Adjournment**

- The meeting was adjourned at 7:30 pm. Next meeting will be on Tuesday, October 1st, at 6:30.



## **Finance Committee Report to the Board**

### **8/26/2019**

#### **Finance Committee Meeting –**

- July - cancelled

#### **Ongoing Projects/Discussions:**

#### **Summary Data as of 7/31/19**

- **FY2020 Operating Budget**
  - 2 month (17% of year)
  - Annual Budget \$9.57M
  - Expended to Date \$1.1M of \$9.57M Budget (12% Total Budget)
  - Total Under Budget (\$36K) (3% YTD Budget)
- **FY2020 Reserve Budget**
  - Annual Budget \$2.69M
  - Expended to Date \$573K of \$2.69M (21% of YTD Budget)
  - Total Over Budget \$110K (36% of YTD Budget) (with interest figured in)

#### **Operating Budget**

##### **Accounts Over Budget**

- Water \$66K (132% of YTD Budget)
- Tree Maintenance \$8.5K (128% of YTD Budget)
- Pool Supplies & Equip \$7K (443% of YTD Budget)
- Uniforms \$5K (271% of YTD Budget)

##### **Accounts Under Budget**

- Management Payroll (\$24K) (92% of YTD Budget)
- Electricity (\$4K) (79% of YTD Budget)
- Decorating Contract (\$18K) (51% of YTD Budget)

#### **Reserve Budget**

- Prior Years Equity \$1.64M
- Repair Replacement Reserve \$2.689M
- Capital Reserve Fund Balance \$3.147M
- Reserve Expenditures \$573K
- Restricted Deposits & Funded Reserves \$4.75M



# Parkfairfax Condominium Landscape Committee Report September, 2019

## Change of Meeting Date

We have surveyed the Landscape Committee and have decided to move our meeting date from the fourth Thursday of the month to the first Tuesday of the month. This change will allow us to be more responsive to Board requests.

## Fall Plans

We are working with management to have CLS (our landscape contractor) come in for a discussion on the Fall plans for landscaping in Parkfairfax. We are also working to identify a date for "Fall Cleanup" similar to the "Spring Cleanup" we did as part of Gardens in the Park Week. We are also looking to schedule a Fall Tree Walk.

## Comments on the Capital Improvement Plan

In response to Mr. Buchanan's request for the Landscape Committee to comment on the suggestions for Capital Improvements we chose to comment on only items that affect the landscaping of the property (individuals may comment under separate cover on other issues):

Items we would like to be considered:

- **Lighting Enhancements:** a lighting study of the property is needed, while we have added lighting in reactive situations, a definitive study would help the direction of future efforts. The outdoor lighting should blend in with the landscape, be cohesive with the look and feel of Parkfairfax and need to be placed for security and safety. Right now there are many different industrial solutions that are used that are not cohesive, too bright for the area, angle into people's windows, don't compensate for light pollution and not in all the best places to ensure safety and security (as well as curb appeal).
- **Water Spigots on the front of buildings:** this was a resounding yes from all members of the Committee. As it is difficult to store 100 foot hoses for most homeowners and the chance of other people's beds being trampled trying to get hoses from the back of buildings to the front, we feel that this is a much needed addition to the property. In addition, the ability for residents to easily water grass, beds and trees would increase the attractiveness of the landscape.
- **Increase of Landscaping Services:** we strongly agree that there are plenty of items that could be enhanced in this area:

- Invasive removal: Past Boards had chosen to stop working on invasive plant control and/or removal in our woods and all over the property. Porcelain berry is a real threat to both our woods and landscaped areas and has moved in during the past few years. Without treatment, we will shortly see our woods and the property overtaken by vines and dead trees. This in turn, will decrease the diversity of plants and animals who either migrate through Parkfairfax (birds, bees, etc.) or make Parkfairfax home (fox, deer, etc.) We know there are many new program scenarios for removal and continued treatment of invasives that have not been explored.
- Focal points: many of the focal points have been given attention in the past couple of years but there are more to go (the island at the bottom of MC & Valley comes to mind).
- Mulch: right now we are on a three year schedule. An additional year (making it an every other year schedule) would increase the attractiveness of the community.
- Trees: with the increase in pests (emerald ash borer and ambrosia beetle comes to mind) and the change in climate, now is the time to be proactive instead of reactive to the needs of our tree canopy. We should be looking to plant a diverse population of trees where they could easily be cared for by both volunteers (Tree adoption program) and the staff.
- Solar Tiles for Roofing: with our roofing tiles reaching the end of their lifespan this is an interesting consideration, but should definitely blend with the historic buildings of the community.
- Composting of kitchen waste: we feel that this is a good program to consider – but it should be something that should be done in partnership with the City or a 3<sup>rd</sup> party vendor and the actual composting should not be done by the staff or in the Maintenance Yard.

Items we would request to be removed:

- Hose reels for residents: since these reels have already been placed in the laundry room and hose reels can be purchased that do not need to be affixed to the stonework, we feel that this is not necessary.

- **Picnic or Communal Areas:** the Committee feels that there are many areas already in place in the Community and if the Board feels this need to continue to be on the plan it should be at the lowest priority.
- **Electrical Outlets on the front (or back) of buildings:** should be the choice of the homeowner, not Parkfairfax. We recommend revised guidelines and specifications be created.
- **Car Charging Stations:** We feel that the infrastructure and technology does not exist at this time to provide these stations in our community. Stations would not necessarily be convenient to the resident and questions arise as to who pays for the electricity. In addition, the stations would provide an enticement for commuters and those outside the community to use the stations.
- **Owner landscaping incentives:** the Landscape Committee would like to consider this proposal as part of future Gardens in the Park week events.

We look forward to the continued discussion on capital improvement priorities.