

MINUTES OF THE BOARD OF DIRECTORS MEETING

PARKFAIRFAX CONDOMINIUM

September 18, 2019

3360 Gunston Road:

Alexandria, VA 22030

ATTENDANCE:

Directors Present: Scott Buchanan, President, Susan Cox, Vice President; Rich Moha, Secretary; Robin Woods, Dan Courtney, Nick Soto, James Konkel and Maria Wildes (*arrived at 7:23 p.m.*), Directors.

Directors Absent: Kathy Schramek, Director

Others Present: Mark Miller, General Manager; Dana Cross, Assistant General Manager/Covenants Director; Ken Chadwick, Legal Counsel, and Donna Young, Recording Secretary

CALL TO ORDER:

President Buchanan called the meeting to order at 7:00 p.m.; and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) **MOVED by Mr. Courtney, SECONDED by Mr. Soto, to approve the agenda as amended. The motion passed unanimously (7-0-0).**

POLICE REPORT:

Officer Fromm provided the Board with a report in his absence of the crime stats in the community for the month of August 2019. Officer Fromm's report stated there were 80 calls for service on the property, 47 for traffic stops and 9 for parking violations, totaling 56 of the 80 calls for service. Officer Fromm also reported that on August 22, 2019 in the 3200 block of Ravensworth, larceny occurred involving a purse and an unlocked vehicle; August 24, 2019, 1500 block of Mt Eagle, larceny occurred involving a bicycle from a storage room; August 27, 2019 1200 block of Martha Custis Drive, destruction of property occurred--storm door glass broken.

APPROVAL OF THE AUGUST 21, 2019, BOARD MEETING MINUTES:

- (R) **MOVED by Mr. Courtney, SECONDED by Mr. Soto, to approve the August 21, 2019, Board Meeting Minutes as amended. The motion passed unanimously (7-0-0).**

RESIDENTS FORUM:

Homeowner (Mr. Nathan Davis) provided the Board with the suggested draft language addressing the issue of prohibiting of campaigning, fundraising, and/or sales of any kind at Parkfairfax events. Mr. Davis stated upon the Board's and the Activities Committee review, he would like this matter placed on the October 16, 2019, Board meeting agenda for discussion.

REPORTS:

Activities Committee: Ms. Cox reported the doggie dip was a success and the Wine & Cheese social will take place a week later and will start an hour earlier.

Covenants Committee: Mr. Courtney reported that the Covenants Committee has been very active. Mr. Courtney stated that the committee has had to deal with several HVAC matters.

Recreation Committee: Mr. Soto reported that the Recreation Committee will working on new recommendations when they meet in October 2019 to provide to the Board.

Transportation and Land Use Committee: Ms. Woods provided the Board with an update regarding the Sound Wall project.

Community Outreach Committee: Mr. Buchanan reported on behalf of the Committee that the New Resident Reception will be held on September 28, 2019. Mr. Buchanan raised the suggestion of creating a platform and/or a designated event that will allow residents to engage in political discussions without it being a political platform.

MATTERS FOR BOARD DECISION:

August 2019 Reserve Expenditures:

- (R) **MOVED by Ms. Cox, SECONDED by Mr. Courtney, to approve the August 2019 Reserve Expenditures, in the amended amount of \$343,316.27 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed (6-0-1). Mr. Moha abstained.**

Additional Pet Application at 3228 Ravensworth Place:

- (R) **MOVED by Mr. Courtney, SECONDED by Mr. Soto, to approve an additional pet at 3228 Ravensworth Place. The motion passed unanimously (7-0-0).**

Additional Pet Application at 1421 Martha Custis Drive:

- (R) **MOVED by Mr. Courtney, SECONDED by Ms. Cox, to approve an additional pet at 1421 Martha Custis Drive. The motion passed unanimously (7-0-0).**

(Maria Wildes arrived bringing the number of Board members present to eight.)

Reserve Study Proposals:

- (R) MOVED by Mr. Soto, SECONDED by Mr. Courtney, to approve funding in the amount of \$16,700 for a reserve study with DMA Reserves, as prescribed in section 55-79.83:1 of the Virginia Condominium Act with funds to come from Reserve Account 9901-000. The motion passed (7-0-1). Mr. Moha abstained.**

Engagement Letter:

- (R) MOVED by Mr. Courtney, SECONDED by Mr. Soto, to accept the proposal from Schulman Rogers to represent the Association in the amount not to exceed the 35,000. The motion passed (7-0-1). Ms. Wildes abstained.**

MATTERS FOR BOARD DISCUSSION:

Building Community in Parkfairfax: Ms. Cox shared an idea from a resident to designate a regular time slot when residents and retirees can meet in the party room to socialize i.e., have conversation, as well as escape construction noises, etc. After further discussion the Board approved the concept and the matter will be revisited when additional information becomes available.

Mini Split System Appeal – 1575 Mount Eagle Place: Mr. Courtney raised the issue of an individual that has a heat pump unit on the 3rd floor and wants to have the unit placed on the ground (for safety reasons), at the back of his unit. After further discussion, the Board tasked management to identify buildings that have units in the same situation and provide a modified location matrix pinpointing those units, with the idea of providing the option of having the units placed on the ground. The Board further discussed amendments to the specifications, as well as the approval to hear the appeal.

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Soto, to hear the appeal regarding 1575 Mount Eagle Place on October 16, 2019 at approximately 8:00 p.m. The motion passed unanimously (8-0-0).**

Removal of Laundry Room Door Stoppers: Mr. Miller provided an update on the matter. After further discussion, management will draft an article regarding the matter to be placed in the newsletter.

Trash and Recycling Procedures: Mr. Miller provided information to the Board regarding the possible installation of compactor(s). Mr. Miller shared the benefits of the compactors as well as the benefit of reducing the number of dumpsters in the community. The matter will be revisited at a later time.

Reimbursement Request – 3513 Valley Drive: The Board discussed the matter and the consensus is not to add this matter to any further agendas, and the request will not be heard. Mr. Miller stated that he will add to the weekly updates that residents should know where their shut-off valves are and to check/exercise your valves regularly.

Revised Through the Wall Air Conditioner Specifications: Mr. Konkel walked the Board through the amendments to the Through the Wall Air Conditioner specifications. Mr. Konkel stated he anticipates feedback from the Board and the Covenants Committee. This matter will be revisited for decision. The Board thanked Mr. Konkel for the hard work he put into rewriting the specification.

MATTERS FOR BOARD INFORMATION:

Manager & Maintenance Reports: Mr. Miller provided Management and Maintenance updates to the Board for the month of August 2019. Mr. Miller directed the Board’s attention to a report that provided the community Work Order Timelines. Mr. Miller stated that management will ensure that work orders are closed out and residents receive updates regarding their workorders. Mr. Miller added that management will reach out to residents if work orders are not completed in 30-days.

October 16, 2019 Agenda Items: The Board discussed next month’s agenda items. President Buchanan reminded the Board to submit any agenda items prior to the October 16, 2019 Board meeting.

(Legal Counsel Ken Chadwick arrived at 9:00 p.m.)

MOTION TO MOVE INTO EXECUTIVE SESSION:

- R) MOVED by Mr. Moha, SECONDED by Mr. Soto, to recess Open Session at 9:13 p.m., and convene in Executive Session to discuss personnel, legal, or contractual matters, as permitted by subsection (C) of Section 55-79.75 of the Code of Virginia. The motion passed unanimously (8-0-0).**

MOTION TO EXTEND EXECUTIVE SESSION:

- R) MOVED by Mr. Soto, SECONDED by Ms. Woods, to extend Executive Session to 9:40 p.m. The motion passed (5-3-0). Ms. Woods, Mr. Moha and Ms. Cox opposed.**

MOTION TO MOVE INTO OPEN SESSION:

- R) MOVED by Ms. Cox, SECONDED by Mr. Courtney, to recess the Executive Session and reconvene in Open Session 9:35 p.m. The motion passed unanimously (8-0-0).**

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Soto, that the Board delegate negotiating authority to Legal Counsel to negotiate an arrangement with VDOT for the amounts discussed in Executive Session with the parameters discussed therein conditioned upon the filing of the certificate of taking. The motion passed (7-1-0). Mr. Moha opposed.

ADJOURNMENT:

- (R) **MOVED** by Mr. Buchanan **SECONDED** by Ms. Cox, to adjourn the September 18, 2019, Board meeting at 9:36 p.m. The motion passed unanimously (8-0-0).

The next Parkfairfax Board of Directors meeting will be held on
October 16, 2019 @ 7:00 p.m.