

**PARKFAIRFAX CONDOMINIUMS  
MINUTES OF THE BOARD OF DIRECTORS  
VIRTUAL MEETING**

**June 17, 2020  
3360 Gunston Road:  
Alexandria, VA 22030**

**ATTENDANCE:**

Directors Present: Scott Buchanan, President; Susan Cox, Vice President; Nick Soto, Secretary; Dan Courtney, Treasurer; Robin Woods, James Konkol, Maria Wildes, Dave Bush and Jeff Lisanick, Directors.

Others Present: Mark Miller, General Manager; Dana Cross, Assistant General Manager & Covenants Director and Donna Young, Recording Secretary

**HEARING:**

1738 Preston Road Existing Stack Stone Wall:

President Buchanan placed the matter before the Board for discussion and comments. Ms. Veronica Babineaux addressed the Board and restated the importance and benefits of approving the extension of the existing stack wall behind unit 1738 Preston Road. After further discussion President Buchanan called the vote.

- (R) MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to approve the extension of the existing stack stone wall behind unit 1738 Preston Road. The motion passed by UNANIMOUS consent.**

**CALL TO ORDER:**

President Buchanan called the Board 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 presented. The motion passed by ACCLAMATION.**

**POLICE REPORT:**

Officer Fromm congratulated and welcomed Jeff Lisanick and David Bush to the Board of the Directors. Officer Fromm reported that a car was stolen from the 1700 block of Preston Road and was recovered in D.C. a few days later

*Note: Vice President Susan Cox left the meeting at 7:05 p.m., bringing then number of Board members present to eight (8).*

**APPROVAL OF THE MAY 20, 2020, BOARD MEETING MINUTES:**

- (R) **MOVED** by Mr. Soto, **SECONDED** by Mr. Courtney, to approve the May 20, 2020, Board Meeting Minutes as presented. The motion passed (7-0-1). Mr. Dave Bush abstained.

**APPROVAL OF THE JUNE 3, 2020, ORGANIZATIONAL BOARD MEETING MINUTES:**

- (R) **MOVED** by Mr. Soto, **SECONDED** by Mr. Courtney, to approve the June 3, 2020, Board Meeting Minutes as presented. The motion passed unanimously (8-0-0).

**RESIDENTS FORUM:**

Homeowner (Janna Hartsock) shared her concerns before the Board regarding issues with waterproofing her building. Ms. Hartsock requested that her issue(s) be placed before the Board for consideration. After further discussion, the matter will be placed on the July 15, 2020 Board meeting agenda for decision and Mr. Miller will recirculate the prior report regarding the matter.

Homeowner (Robin Eakle) came before the Board for consideration regarding keeping the small stones she had put down for a small seating area in her front yard. The Board recommended that the homeowner submit a Routine Change Form for the flagstone and if the request is denied, move forward to appeal the decision before the Board for further consideration.

Homeowner (Geoff Reecer) spoke before the Board on behalf of his mother (Jean Reecer) at 1330 Martha Custis Drive regarding submitting a claim to the Master Property Insurance for damaged floors due to water seeping through the foundation. Mr. Miller provided Managements view of the matter and stated that the Association is not responsible for the issues being brought forth. After further discussion, the Board recommended the homeowner submit a formal request to the Board for consideration of the matter.

**COMMITTEE REPORTS:** No updates provided.

**MATTERS FOR BOARD DECISION:**

Additional Pet Application – 1933 Quaker Lane:

- R) **MOVED** by Mr. Courtney, **SECONDED** by Mr. Bush, to approve an additional pet at 1933 Quaker Lane. The motion passed by unanimously. (8-0-0).

2021/2022 Budget/Election Proposed Schedule:

- (R) MOVED by Mr. Courtney, SECONDED by Mr. Bush, to approve the proposed 2021/2022 Budget/Election Schedule. The motion passed unanimously 8-0-0.**

Covenants Committee Appointment:

- (R) MOVED by Mr. Courtney, SECONDED by Mr. Bush, to appoint Deborah Perez as a member of the Covenants Committee. The motion passed unanimously. (8-0-0).**

**MATTERS FOR BOARD DISCUSSION:**

Gym & Pool Opening: Mr. Buchanan provided an overview of the current status, which is now Phase 2. Mr. Buchanan also provided information from legal counsel as to what it would take to open the pool(s) and that one of the major challenges would be lifeguard availability. Mr. Buchanan continued that Management reached out to High Sierra pools and was informed that lifeguard support would not be available until mid-July 2020. Mr. Buchanan stated the question is should the Association open the pools, what requirements should be followed, etc. Mr. Soto raised the subject matter of possibly having residents sign a waiver that is within the guidelines and in accordance with the Commonwealth of Virginia. Mr. Soto further suggested that the Recreation Committee and Management develop some ideas on how to possibly move forward with opening the pools and present a plan to the Board based on those ideas. Mr. Buchanan stated he would be open to calling a special meeting to further discuss the matter and possibly making a decision on the matter. Mr. Buchanan stated that there is no reasonable way the Gym can open at this time.

Financial Discussion with Barkan Management: Mr. Michael Feltenberger with Barkan Management updated the Board on the Association's financial status. Mr. Feltenberger provided answers to the Board's questions regarding current and future financial matters as well as COVID19 related concerns, etc. Mr. Feltenberger concluded that Parkfairfax financials are in good shape.

Capital Expenditures: Mr. Buchanan re-raised the subject matter of Capital Expenditures. Mr. Buchanan revisited the four ideas that were brought forth for initial consideration, the Party Room, the Gym, adding Electric Charging Stations and Laundry Room Windows. Mr. Buchanan reported that the Committee is acquiring estimates and the next steps will be to create a memorandum laying out what the concept(s) will be, to include the cost, the ongoing maintenance associated with the projects as well as the benefits and the downsides. Once completed, the plan would be presented to the Board for discussion; then presented to the community for discussion and/or a town hall meeting for the purpose of receiving feedback. Mr. Buchanan concluded that this matter will be placed on the July 15, 2020 Board meeting agenda for discussion as well as to set a date for a town hall meeting.

Dryer Vent Issue – 3703 Holmes Lane: Mr. Miller provided an update regarding the matter. Homeowners are requesting consideration from the Board regarding compensation to replace

their washer/dryer unit. The Board discussed the matter and based on the recommendations from Management, concluded to decline to further entertain the request.

**(R) MOVED by Mr. Bush, SECONDED by Mr. Soto, to decline to hear the request related to 3703 Holmes Lane. The motion passed unanimously. (8-0-0).**

Newsletter Distribution: Mr. Buchanan placed the subject before the Board for discussion. Ms. Wildes inquired about the revenue associated with the newsletter. Mr. Miller provided clarification. The Board further discussed ways to enhance the newsletter. Mr. Soto suggested developing the newsletter/message boards electronically and provide hard copies to residents that prefer hard copies. After further discussion, a suggestion was made to provide a survey to the community asking their preference electronic or paper distribution of the Newsletter.

Potential Conversion of a few Underutilized Laundry Units to Storage Units: The Board discussed the matter and concluded that real data was needed to accurately address the matter.

DMA Reserve Study Review Date: Mr. Buchanan stated that a meeting date needs to be set with DMA Reserves so that they can come before the Board to provide clarification to any questions and/or concerns the Board may have regarding the reserve study. The Board discussed the matter and recommended setting a date before the end July 2020. Mr. Buchanan will get feedback on potential dates and make a decision based on the feedback received.

West Glebe Road Bridge – Easement needs follow-up: The Board discussed the matter and will check on the status of the matter and provide an update.

**MATTERS FOR BOARD INFORMATION:**

Manager & Maintenance Reports: Mr. Miller provided the Management and Maintenance report to the Board for the month of May 2020.

March 13, 2019 Agenda Items: Mr. Buchanan reviewed items to be placed on the July 2020 Board meeting agenda and reminded the Board to submit any agenda items prior to the July 15, 2020 Board meeting.

**MOTION TO ADJOURN:**

**R) WITHOUT OBJECTION it was MOVED by Mr. Buchanan, to ADJOURN THE MEETING at 9:28 p.m. The motion passed unanimously (8-0-0).**

**Meeting Adjourned at 9:28 p.m.**