

**PARKFAIRFAX CONDOMINIUMS  
BOARD OF DIRECTORS MEETING**

**July 15, 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 Konkel, 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

**CALL TO ORDER:**

President Buchanan called the meeting to order at 7:03 p.m.; and welcomed everyone to the meeting.

**APPROVAL OF THE AGENDA:**

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Bush, to approve the agenda as presented. The motion passed by ACCLAMATION.**

**POLICE REPORT:**

Mr. Miller provided a report on behalf of Officer Fromm for the month of July 2020. Mr. Miller reported there was a hit and run on Martha Custis Drive on July 7, 2020 that involved a postal service truck. Mr. Miller reported there were a couple of assaults in the community that are still being investigated.

**APPROVAL OF THE JUNE 17, 2020, BOARD MEETING MINUTES AND THE JULY 2, 2020 SPECIAL BOARD MEETING MINUTES:**

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Courtney, to approve the July 2, 2020 Special Board Meeting Minutes and the June 17, 2020, Board Meeting Minutes as amended. The motion passed (8-0-1). Susan Cox abstained.**

**RESIDENTS FORUM:**

Homeowner (Beth Koprowski) shared her support for developing a composting pilot program for the Parkfairfax Community and that she would fully participate in the program. She further stated that developing a composting pilot program would show Parkfairfax as a 21<sup>st</sup> Century community and will also reflect the value for future residents that may want to live in Parkfairfax. In conclusion Ms. Koprowski asked that the Board support the idea.

Homeowner (Jenna Hartsock) revisited matters previously brought before the Board regarding the waterproofing of Building #835. Ms. Hartsock shared that if the Board is not going to vote in favor of finishing the waterproofing of the wall at Building #835 a formal complaint will be filed for Parkfairfax procedures, asking Parkfairfax to consult another set of building engineers for an alternate opinion. Ms. Hartsock concluded by stating that Parkfairfax needs a strategic plan to address the repair and maintenance of these buildings.

Homeowner (Mary Flint) thanked the Board for adding the Waterproofing of Building #835 to tonight's agenda and that she appreciates that the Board is seriously looking into addressing the matter.

Homeowner (Karen Elsbury) shared her concerns regarding the overall appearance of the Community. Ms. Elsbury shared that there are areas in the community that appear junky and unkept. Ms. Elsbury stated that there should be a full-time Covenants Director addressing these matters.

Homeowner (Paul Friedman) shared he supports the composting idea. Mr. Friedman also shared he was very pleased to have done the movie night the last couple of years and would like the Board to make a motion to shift funds to the Recreation Committee to plan a movie night for this year. Mr. Friedman also shared his support of the plan regarding the opening of the pool(s).

Homeowner (Andrew Walker) shared his support of opening the pools.

Homeowner (Glenna Herrenbruck) shared her support for the development of a composting pilot program in Parkfairfax. Ms. Harinbrook shared she is willing to pay the subscription fee to participate in the pilot and that she sincerely hopes that Board considers and approve the proposal.

Homeowner (Nicole Constance) acknowledged her support of a composting pilot program in Parkfairfax and her willingness to also pay for the subscription fee for the program.

Homeowner (Luis Perez) posed the question, what is going to be the answer for refunding residents their money back for the cost of maintaining the pools, giving that it is a significant portion of the condo fee(s). Mr. Buchanan provided clarification on the matter.

Homeowner (Anne Gillette) thanked the Board and Mark Miller for addressing the slope stabilization project.

### **COMMITTEE REPORTS:**

Transportation and Land Use Committee: Ms. Woods revisited the matter of the Light Study to address some of the dark areas and improve the lighting throughout the community. The Board concluded to add the matter to the August 19, 2020 Board meeting agenda for discussion.

Recreation Committee: Mr. Nick Soto thanked and commended Committee Chair Paul Friedman for a successful town hall meeting.

Landscape Committee: Ms. Wildes shared that an article will be placed in the August newsletter regarding managing the drought situation.

### **MATTERS FOR BOARD DECISION:**

Additional Pet Application – 3444 Gunston Road:

- R) MOVED by Mr. Courtney, SECONDED by Mr. Bush, to approve an additional pet at 3444 Gunston Road. The motion passed unanimously. (9-0-0).**

May 2020 Reserve Expenditures:

- (R) MOVED by Mr. Soto, SECONDED by Mr. Bush, to approve May 2020 Reserve Expenditures in the amount of \$75,542.61 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed (8-0-1). Ms. Wildes abstained.**

Summer Concert Series Plan:

- (R) MOVED by Mr. Courtney, SECONDED by Mr. Bush, to approve the 2020 Plan for the Summer Concert Series to include that once circles are filled it would be declared that capacity has been reached and no other residents would be allowed. The motion passed unanimously. (9-0-0).**

Movie Night:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Courtney, to approve movie night on a date to be planned by the Recreation Committee with similar restrictions and requirements as the Summer Concert Series and also move the funds that were allocated to the Activities Committee for the purpose of movie night to the Recreation Committees budget. The motion passed unanimously. (9-0-0).**

Exterior Trim Proposal:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Cox, to approve Dynasty Community Services, LLC to replace all exterior fascia, gables vents and gutter guards on the buildings in the 100's. The motion passed unanimously. (9-0-0).**

Waterproofing at Building 835:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Wildes, to approve Management to remove the holly bush and complete the final section of waterproofing adjacent to the stoop of 1621 Ripon Place above 1619 Ripon Place. The motion passed. (8-1-0). Mr. Buchanan opposed.**

**MATTERS FOR BOARD DISCUSSION:**

Community Composting: The Fonnors revisited the matter of a Community Composting Pilot Program. The Fonnors shared important information and the benefits of having the program at Parkfairfax. After further discussion, the Board concluded to add the matter to the August 19, 2020 Board meeting agenda for decision to include additional information. The Board also discussed amending Administrative Resolution #2 (AR#2) to address the matter and allow for a pilot program. Mr. Buchanan suggested that if the Board have additional details they want addressed, to provide that information to the Fonnors prior to the August 19, 2020 Board meeting.

Gym and Pool Opening: Mr. Buchanan opened the matter to the Board for discussion. Mr. Miller provided an update regarding the matter. The Board discussed subject matters such as removing chairs from the deck, the cleaning processes that would need to take place, etc. Mr. Bush recommended a motion be placed on the floor in relation to the previous plan that was put forth.

- (R) MOVED by Mr. Soto, to approve opening the pools in accordance with the Plan that was previously submitted. The motion failed due to the lack of a SECOND to the motion.**

Mr. Lisanick placed the question before the Board to make a motion to open the pools in accordance with the previously submitted plan to include removing the deck chairs and allowing residents to bring their own chairs.

- (R) MOVED by Mr. Lisanick, SECONDED by Mr. Soto, to approve opening the pools in accordance with the plan previously submitted to include removing the deck chairs and allowing residents to bring their own chairs. The motion failed (3-6-0). Mr. Buchanan, Mr. Bush, Mr. Courtney, Ms. Cox, Mr. Konkel and Ms. Wildes opposed.**

The Board concluded that this matter will be revisited at the August 19, 2020 Board meeting.

**MOTION TO EXTEND THE BOARD MEETING TEN MINUTES:**

- R) MOVED by Mr. Soto, SECONDED by Mr. Courtney, to extend the Board meeting ten minutes until 9:45 p.m. The motion passed unanimously (9-0-0).**

**AMENDMENT TO THE AGENDA:**

- R) MOVED by Mr. Courtney, SECONDED by Mr. Buchanan, to remove Tabs 11 (Community Website) and Tab 12 (Underutilized Laundry Units) from the Agenda and placing them on a future Agenda. The motion passed unanimously (9-0-0).**

Drought Plan: Mr. Bush placed before the Board that there is a need for a watering plan for Park Fairfax in preparation for drought season(s). The Board discussed the matter and concluded that a firm proposal is needed, addressing how much will the watering project cost, where will the money come from since it is not currently in the budget. The matter will be placed on the August 19, 2020 Agenda for further discussion and possible decision.

Property Insurance Claim: Mr. Miller provided a detailed update regarding the Property Insurance Claim for 1330 Martha Custis Drive. The Board discussed the matter and concluded to place the matter on the August 19, 2020 Agenda for decision.

**MOTION TO EXTEND THE BOARD MEETING 15 MINUTES:**

- R) MOVED by Mr. Buchanan, SECONDED by Mr. Bush, to extend the Board meeting 15 minutes until 9:56 p.m. The motion passed unanimously (9-0-0).**

2019-2020 Year End Financials Initial Review: The Board shared their concerns regarding Barkan Management practices. The Board will pose all questions and concerns regarding financial matters that they seek clarification for and provide them to Mr. Buchanan and/or Dan Courtney to be provided to Barkan Management for clarification. Mr. Buchanan will inquire if Barkan Management is available to be present at the August 19, 2020 Board meeting. Mr. Miller will inquire and provide to the Board a firm date for the audit results.

**MATTERS FOR BOARD INFORMATION:**

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

August 19, 2020 Agenda Items: Mr. Buchanan reviewed the Agenda items for the August 19, 2020 Board meeting and reminded the Board to submit any agenda items prior to the August 19, 2020 Board meeting.

**MOTION TO STOP THE CLOCK TO MOVE IN TO EXECUTIVE SESSION:**

- R) **MOVED by Mr. Bush, SECONDED by Mr. Soto, to stop the clock until such time the Board can reconvene into Executive Session. The motion passed unanimously (9-0-0).**

**MOTION TO MOVE INTO EXECUTIVE SESSION:**

- R) **WITHOUT OBJECTION it was MOVED by Mr. Buchanan, to recess Open Session at 9:53 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 (9-0-0).**

**MOTION TO LEAVE EXECUTIVE SESSION:**

- R) **WITHOUT OBJECTION it was MOVED by Mr. Buchanan to leave Executive Session at 10:02 p.m. The motion passed unanimously (9-0-0).**

**ACTION TAKEN AFTER EXECUTIVE SESSION:**

No Actions Taken After Executive Session.

**MOTION TO ADJOURN:**

- R) **WITHOUT OBJECTION it was MOVED by Mr. Buchanan, to ADJOURN THE MEETING at 10:02 p.m. The motion passed unanimously (9-0-0).**

Meeting Adjourned at 10:02 p.m.