

**PARKFAIRFAX CONDOMINIUM
MINUTES OF THE BOARD OF DIRECTORS
VIRTUAL BUDGET WORKSHOP**

**January 23, 2021
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

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

Others Present: Mark Miller, General Manager; Dana Cross, Assistant General Manager. Michael Feltenberger, Barkan Representative.

CALL TO ORDER:

President Buchanan called the meeting to order at 9:02 a.m.; and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Buchanan, to Adopt the agenda as presented. The Agenda was Adopted by unanimous consent.

RESIDENTS FORUM:

No comments presented by the community.

FY22 BUDGET DISCUSSION AND DECISION:

Drought Plan: Landscape Committee Chair, Robin Davis provided an overview of the drought options. The Board discussed low cost options as well as owner participation to assist with these issues.

Landscape and Tree Strategy: The Board reached a consensus to adopt a general policy that allows staff and contractors to make replacements at a rate of 50% as a guideline as they complete tree replacements.

Trash/Recycling Changes: The Board reached a consensus to maintain the current trash and recycling pick up schedule which will yield the net reduction of \$10,000 and reallocate towards the trash line item to \$10,000 out of Capital Improvements which reduces the Capital Improvements line item to \$190,000. All contingent upon no additional cost and insurance imposed on the Association if no issues with insurance then allocating \$20,000 to install compactors at the maintenance yard.

Address Plaques: The Board reached a consensus to move forward by starting a preservation program to have volunteers restore and re-purposed the original number plaques.

Lime Treatment: The Board reached a consensus recommending Management directs the contractor to monitor the grounds and treat areas in need with funds from the landscaping line.

Storm Water and Erosion Strategy: The Board reached a consensus recommending Management request options for a phased approach to the storm water and erosion control.

Newsletter Distribution: The Board discussed this matter and agreed to begin the process for electronic distribution by including a post card to opt in to continue to receive a hardcopy of the newsletter by mail or by hand delivery with electronic distribution to begin in July with multiple months of notification to residents.

(R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to begin the process for electronic distribution and electronic distribution to begin in July. The motion passed (6-2-0).

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 Boards questions regarding current and future financial matters.

Expense Items:

GL 6035- Trash & Recycling Services: The Board reverted back to the current FY21 budget amount of \$352,975.

GL 6020- Gas: The Board reduced the proposed FY22 budget amount from \$220,000 to \$210,000.

GL 6030- Electricity: The Board reduced the proposed FY22 budget amount from \$100,000 to \$95,000.

GL 6120- Tree Maintenance: The Board increased the proposed FY22 budget from \$200,000 to \$220,000.

GL 1125- Insurance Claims/Insurance Losses: Pool Contract: The Board reduced the line item from \$50,000 to \$25,000.

Final Reconciliation and Draft Budget Decisioning:

Lighting Survey: Ms. Woods expressed the need for a full lighting audit throughout the community, both overhead and ground level.

Association Owned Units: The Board discussed the subject of the possible sale of some of the Association owned unit(s). The Board shared the pros and cons to selling the Association's property and provided input regarding the financial aspect of the possible sale.

FY-2022 Draft Budget:

(R) MOVED by Mr. Bush, SECONDED by Mr. Courtney, to approve FY 2022 Budget with a 3.69% increase in Assessments over the level of Assessments in FY 2021. The motion failed (2-4-2). Mr. Soto and Mr. Courtney abstained.

(R) MOVED by Mr. Lisanick, SECONDED by Mr. Soto, to approve FY 2022 Budget with a 2.84% increase in Assessments over the level of Assessments in FY 2021. The motion failed (4-3-1). Mr. Soto abstained.

(R) MOVED by Mr. Konkel, SECONDED by Mr. Soto, to approve FY 2022 Budget with a 1.99% increase in Assessments over the level of Assessments in FY 2021. The motion passed (5-2-1). Mr. Soto abstained.

Proposed Reduction in Assessments Recommendation: MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to move to reduce the assessments by 5.77% as a part of the national COVID relief effort, and to provide some compensation for the amenities. The motion failed (3-5-0).

MOTION TO EXTEND TIME:

(R) MOVED by Scott, SECONDED by Mr. Nick, to extend the meeting 10 minutes to 2:10 p.m. Extended by unanimous consent.

(R) MOVED by Mr. Scott, SECONDED by Mr. Jeff, to extend the meeting 5 minutes to 2:15 p.m. Extended by unanimous consent.

(R) MOTION to extend additional the meeting 5 minutes to 2:20 p.m. Extended by unanimous consent.

MOTION TO MOVE INTO EXECUTIVE SESSION:

R) WITHOUT OBJECTION it was MOVED by President Buchanan, to recess Open Session at 2:20 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 by unanimous consent.

MOTION TO LEAVE EXECUTIVE SESSION:

R) WITHOUT OBJECTION it was MOVED by Mr. Buchanan to leave Executive Session at 2:28 p.m. The motion passed by unanimous consent.

MOTION TO ADJOURN:

R) WITHOUT OBJECTION it was MOVED by Mr. Buchanan, to ADJOURN THE MEETING at 2:28 p.m. The motion passed by unanimous consent.

Meeting Adjourned at 2:28 a.m.