

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**March 17, 2021
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Buchanan, President; Susan Cox, Vice President; Dan Courtney, Treasurer; Robin Woods, James Konkell, Dave Bush, Jeff Lisanick and Marieke Johnson, Directors.

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

CALL TO ORDER:

President Buchanan called the virtual Board meeting to order at 7:01 p.m. and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) Without OBJECTION, Mr. Buchanan MOVED, to Adopt the agenda as presented. The Agenda was Adopted as presented by unanimous consent.**

POLICE REPORT:

Officer Fromm reported there were no major incidents on the property for the month of February 2021, except for vandalism that occurred at Building #904, kids throwing rocks and a window was broken. Mr. Miller added that restitution was made regarding the matter.

APPROVAL OF THE JANUARY 23, 2021 BUDGET MEETING MINUTES AND THE FEBRUARY 17, 2021 BOARD MEETING MINUTES:

- (R) Without OBJECTION, Mr. Buchanan MOVED to approve the January 23, 2021 Budget Meeting Minutes as presented and the February 17, 2021 Board Meeting Minutes as amended. The January 23, 2021 Budget Meeting Minutes and the February 17, 2021 Board meeting minutes were approved by unanimous consent.**

RESIDENTS FORUM:

Homeowner (Kyle Heckelman – 3541 Martha Custis Drive) introduced himself and stated this is his first Parkfairfax Board meeting and that he loves this neighborhood. Homeowner further shared that he received a violation notice to remove the patio that he has built on his property. Homeowner shared that he is asking to be able to keep the patio that has added enjoyment and value to his property, and what would be the process to be able to do so. Mr. Buchanan responded that front stone surface patios are not permitted but using the space and having furniture and enjoying the space is certainly permissible. Mr. Buchanan recommended that the matter be put on the Board agenda for discussion and/or consideration as well as reaching out to Marieke Johnson who is the Ward Representative and the At Large members for that area for additional assistance with addressing the matter.

Homeowner (Kim Stenlund) stated that she wanted to clarify that Tab #10 -- Resident Chats During Board Meetings was for the purpose of electronic dial-in. Homeowner further stated that when she previously raised the subject matter regarding chats, it was to include the city and public meeting(s) along with the Board meetings, and that those are the arena's that she would like chats to be included.

COMMITTEE REPORTS:

Transportation and Land Use Committee: Ms. Woods reported that the Transportation and Land Use Committee will be conducting outdoor lighting surveys beginning in April 2021. Ms. Woods further stated that volunteers are needed from each Ward to assist with the survey(s). Ms. Woods shared that the Board may need to revisit the subject matter(s) of concern regarding Spruce Island. Ms. Woods stated that the information provided regarding the changes to the Dash Bus network was well received. Ms. Woods concluded that the new Dash Bus Network services will be implemented September 5, 2021.

Recreation Committee: Mr. Friedman reported that the Recreation Committee is in the process of rebuilding the backboard on the tennis court as well as improving the lighting.

Covenants Committee: Mr. Bush raised the subject matter of a correction needed to a motion made in the Covenants Committee minutes. Ms. Cross will address the matter.

MATTERS FOR BOARD DECISION:

February 2021 Reserve Expenditures

- (R) MOVED by Mr. Bush, SECONDED by Mr. Courtney, to approve the February 2021 Reserve Expenditures in the amount of \$134,366.34 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (7-0-0).**

Lighting Survey Proposal:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Woods, to approve the proposal submitted by Onsite Lighting to conduct a lighting study at the cost of \$9,000 with funds to come from GL 9901.010. The motion passed unanimously (6-1-0). Ms. Cox opposed.**

[Board Member James Konkell joined the meeting bringing the number of Board members present to 8 (eight)].

2021 Pool Management Contract:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Buchanan, to approve a 1-year pool management contract with High Sierra Pools at a cost of \$120,040.00 with funds to come from GL 6547.000. The motion passed unanimously (8-0-0).**

MATTERS FOR BOARD DISCUSSION:

Window Specification Update: The Board Discussed the matter and unanimously agreed to proceed to a vote on the matter.

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to approve the changes to the Window Specifications to include slider windows. The motion passed unanimously (8-0-0).**

Annual Meeting Process and Awards: The Board discussed the matter and presented options as to who were the best candidates for the Outstanding Service Award and the Volunteer of the Year Award. After further discussion it was concluded to award Mr. Scott Buchanan the Outstanding Service Award and Ms. Robin Davis the Volunteer of the Year Award. The Board unanimously agreed to proceed to a vote on the matter.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Courtney, to approve to give an Outstanding Service Award to Scott Buchanan, President of the Board of Directors and to give the Volunteer of the Year award to Robin Davis, Chair of the Landscape Committee. The motion passed unanimously (7-0-1). Mr. Scott Buchanan abstained.**

Reopening of the Pool & Gym: Mr. Miller provided the Board with an update of the restrictions, rules and regulations that will most likely be in place if the Pool and/or the Gym were to open, such as mask requirements, social distancing, etc. Mr. Buchanan stated that if the pools were to open the process would be that owners would sign up for a particular time slot and pool location, a check in with the lifeguard will be required, pool chairs will be spaced 6-feet apart as the state requires, cleaning of the bathrooms on a regular basis, and masks will be required at all times when on the pool deck. The opening of the pool will depend upon how the guidance comes from the city. The Board continued that currently opening the Gym would not be cost-effective. Mr. Miller added that maybe in a month or so the Association would be in a better position to address the matter. The Board concluded to add these matters to the April 28, 2021 Board meeting agenda under matters for Board Decision.

Maintenance Yard Dumpsters: The Board discussed the matter and agreed that the yard has been abused. Mr. Miller stated that the issue is the bulk waste that has taken over the yard in the past two years to include residents allowing others to use the area to dump their waste as well. Mr. Miller stated that the plan is to add two compactors and two recycling cans (one open top for yard waste and one open top for bulk construction debris and metal throw away). After further discussion, Mr. Miller will provide additional information and cost details to address the matter. The matter will be revisited at the April 28, 2021 Board meeting for discussion.

Resident Chats During Board Meetings: Mr. Buchanan revisited the subject matter for how to address comments in the chat lines in terms of recording them in the minutes. Mr. Buchanan stated that the chats are to be captured but not as part of the minutes unless someone is actively recognized by the Chair. As a matter of the official minutes, chats are not included unless the individual sought recognition and received it from the Chair. Mr. Buchanan further stated for active open public events chats can be allowed as a courtesy but would not be included in the minutes and would not be considered an official part of the record of the meeting. After further discussion, the Board concluded to turn off the chat function during official Board meetings.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- R) **WITHOUT OBJECTION** it was **MOVED** by President Buchanan, to recess Open Session at 9:05 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 9:24 p.m. The motion passed by unanimous consent.

ACTION TAKEN AFTER EXECUTIVE SESSION:

- R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Courtney, to authorize Legal Counsel to move forward with two recommendations for collections activities. The motion passed unanimously (8-0-0).

MOTION TO ADJOURN:

- R) **WITHOUT OBJECTION** it was **MOVED** by Mr. Buchanan, to **ADJOURN THE MEETING** at 9:26 p.m. The motion passed by unanimous consent.

Meeting Adjourned at 9:26 p.m.