

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**August 18, 2021
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Dave Bush, President; Jeff Lisanick, Vice President; Scott Buchanan, Treasurer, Peter Ferrell, Secretary; Peggy Clancy, Claire Eberwein, James Konkel, Hector Mares, and Robin Woods, Directors.

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

CALL TO ORDER:

President Bush called the virtual Board meeting to order at 7:05 p.m. and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) MOVED by Ms. Eberwein, SECONDED by Ms. Clancy, to approve the agenda as amended. The motion passed unanimously (9-0-0).**

APPROVAL OF THE JULY 21, 2021, BOARD MEETING MINUTES & AUGUST 11, 2021, SPECIAL BOARD MEETING MINUTES:

- (R) MOVED by Mr. Lisanick, SECONDED by Ms. Clancy to approve the July 21, 2021, Board meeting minutes as amended. Motion passed unanimously (9-0-0).**
- (R) MOVED by Ms. Clancy, SECONDED by Mr. Lisanick to approve the August 11, 2021, Special Meeting minutes as presented. Motion passed unanimously (9-0-0).**

RESIDENTS FORUM:

Homeowner (Maria Smith) shared that she is hopeful that the Board will have good collaboration and communication regarding whatever property management company the Board chooses and that the owners and/or long-term residents are included in the conversations.

Homeowner (Karen Elsbury) stated that she wanted to take the time to thank Mark Miller for his time at Park Fairfax and that she has enjoyed working with Mr. Miller over the years. She continued that he has been a huge help to the Activities Committee and that he cares about the community, the residents, and the future of Parkfairfax. Ms. Elsbury thanked Mr. Miller for his last seven (7) years of service with Parkfairfax. Ms. Elsbury continued that this is a tremendous loss to Parkfairfax and further stated that she feels the Board has handled this matter very poorly. Ms. Elsbury shared her concerns that there has not been any transparency regarding the matter.

Ms. Elsbury concluded by thanking Mr. Miller and that he will be missed. Mr. Bush shared that the Board is very sorry to lose Mr. Miller.

After further discussion regarding the status of Mr. Miller (Manager's Search/Employee Matters), Mr. Buchanan suggested moving the matter out of Executive Session to Open Session.

(R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick to move (Managers Search/Employee Matters) out of Executive Session to Open Session. Motion failed (4-4-1). Mr. Bush, Ms. Eberwein, Mr. Ferrell and Ms. Woods opposed. Ms. Clancy abstained. The matter will be discussed in Executive Session

Homeowner (Carrie Tipton) shared her concerns regarding a large tree that was taken down next to her house without notice. Ms. Tipton asked the Board that in moving forward with the transition of Managers, what will happen with ongoing work orders and/or ongoing orders for the removal or destruction of trees, and how can residents' access that information. Mr. Miller provided clarification regarding the tree removal and stated there are no additional trees scheduled to be removed in that common area. Homeowner stated that she would like to be notified in the future of any trees that are scheduled to be removed before they come down. Mr. Bush provided a response/clarification. Mr. Bush suggested that Ms. Tipton join the Landscape Committee.

The Board revisited the subject matter of Mr. Miller leaving. Mr. Miller stated that the Board did not provide him an option/offer to stay. Mr. Miller left the meeting.

Homeowner (Melanie De Cola) shared her concern regarding the flooding that occurs outside her door and could she be provided sandbags. Ms. De Cola also raised the subject of having a meeting with the city about the flooding mitigation plans in the city as well as to see if the city is making Martha Custis Drive a priority.

Homeowner (Lisa Harger) asked if it would be possible to create a special committee to search for a new manager that would include members of the community as well as the Board.

COMMITTEE REPORTS:

A&PB – Report & Update on Party Room, AR2 & Front Door Colors: Ann McCord, Architecture and Planning Board (A&PB) Committee Chair, provided an update on the Party Room renovations, AR2 & the Front Door Colors. Ms. McCord stated that the committee is looking into consolidating specifications into simple packages to include applications that are more tailored to the specifications and to make them less confusing too look at for the owners and staff. Ms. McCord stated the committee has conducted a walkthrough of the party room and have reviewed the floor plans and will take all things into consideration and begin the process of getting price estimates. Ms. McCord also provided a front door pallet for ten colors for consideration for front doors. Ms. Eberwein stated she would support the recommendations brought forth and encouraged the Board to do the same.

Activities Committee: Ms. Woods shared that the Activities Committee has provided a detailed list of upcoming activities in the newsletters to include a very popular yard sale and the doggy dip. Ms. Woods encouraged everyone to take a look at the newsletter.

Recreation Committee: Mr. Paul Friedman reported there was a great kickoff on Tuesday night at 7:00 p.m. of the new pickleball experience in the community. Mr. Friedman further reported that there was a nice gathering of 20 or so people that came out to learn from a representative of the official organization of pickleball(ers). Mr. Friedman shared that they will continue to gather on Tuesday evenings at 7:00 p.m. for pickle ball. Mr. Friedman raised the subject of the Board authorizing Management to paint official lines on the tennis court(s) for pickleball; the lines will not interfere with the tennis court lines. Mr. Friedman also stated that they needed to purchase one more net. Mr. Friedman added that the 70th Anniversary birthday party movie night will be held from 6:30–10:00 p.m., on September 5, 2021. Music will be supplied by DJ Brian from 6:30–8:00 p.m., and the movie the Princess Bride will begin at 8:00 p.m. to conclude approximately around 9:40 p.m.; there will also be food trucks and an ice cream truck available.

MATTERS FOR BOARD DECISION:

June 2021 Reserve Expenditures:

- (R) MOVED by Ms. Eberwein moved, SECONDED by Mr. Ferrell, to approve the June 2021 Reserve Expenditures in the amount of \$77,918.75 with funds to come from GL 9901.01, Reserve Expenditures. The motion passed unanimously (9-0-0).**

July 2021 Reserve Expenditures:

- (R) MOVED by Ms. Eberwein moved, SECONDED by Mr. Ferrell, to approve the July 2021 Reserve Expenditures in the amount of \$125,924.795 with funds to come from GL 9901.01, Reserve Expenditures. The motion passed unanimously (9-0-0).**

Covenants Committee Reappointment:

- (R) MOVED by Mr. Lisanick moved, SECONDED by Ms. Clancy, to reappoint Debbie Perez as a member of the Covenants Committee. The motion passed unanimously (9-0-0).**

Foster Pet Application at 1600 Preston Road:

- (R) MOVED by Ms. Eberwein moved, SECONDED by Mr. Mares, to approve the foster pet application at 1600 Preston Road. The motion passed unanimously (9-0-0).**

Walker Consultants – Building Façade Inspections:

- (R) MOVED by Mr. Buchanan moved, SECONDED by Ms. Eberwein, to approve Walker Consultants to complete Building Façade Inspections with funds to come from Reserve Account 9114.210/1.006 Building Settlement in an amount not to exceed \$25,000. The motion passed unanimously (9-0-0).**

MATTERS FOR BOARD DISCUSSION:

Engagement Letter: The Board discussed the matter and agreed to accept the engagement letter for the Association's Audit Services for the years ended May 31, 2021, and 2022.

- (R) MOVED by Ms. Clancy, SECONDED by Mr. Lisanick, to accept the Engagement Letter from Goldklang Group for Audit Services for the Association for the years ended May 31, 2021, and 2022. The motion passed unanimously (9-0-0).**

Buildings & Utilities Committee (Director Eberwein Request): Ms. Eberwein stated that she would first like to thank Ms. Suzanne Salva for her dedicated work on the committee. Ms. Eberwein raised the subject matter of the terms of reference for the Building & Utilities Committee (BUC) and suggested making the BUC a subcommittee of the Architectural and Planning Board (A&PB) or removing the committee overall. Ms. Eberwein stated her concern is that the Board is creating too many committees with the same overlap. Mr. Bush requested that Ms. Eberwein provide new terms of reference for the A&PB to reflect her suggestion. Ms. Eberwein stated that she will try and provide new terms of reference to address the matter. The matter will be revisited for discussion at the September 15, 2021, Board meeting.

Capital Improvement – Buildings/Utilities Committee Directive – Windows: The Board discussed the matter and concluded that additional information was needed. Ms. Eberwein stated that once the Board has a combined BUC & A&PB that the laundry room survey/data project could be shifted to that committee. Ms. Cross will provide additional data such as how many functioning laundry rooms there have been in the last three years and the total income generated from those laundry rooms. Mr. Konkel and Mr. Mares will report on the matter at the September 15, 2021, Board meeting.

Quiet Pool Update: This matter will be discussed in Executive Session.

Expenses Associated with Work at Bldg. 924 – Director Eberwein Request: To be discussed in the Executive Session.

Possible Review of Buildium: The Board discussed the matter and concluded that it would be beneficial to educate owners on how to properly use the program. This matter will be revisited at a later time.

Front Door Colors: The Matter will be revisited for discussion/decision at the September 15, 2021, Board meeting.

Parking: Ms. Clancy raised the subject matter of parking on Valley Drive near the Charles Barrett School. Mr. Ferrell recommended that this matter be directed to Mr. Gronenberg, Transportation and Land Use Committee (TLUC) for input. Ms. Eberwein will work with Mr. Gronenberg on the matter. The matter will be revisited at a later time.

Comcast Update: Mr. Buchanan stated that Comcast reached out to the Association regarding the contract. Mr. Buchanan provided an update.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Clancy, to recess Open Session at 9:10 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 EXTEND THE MEETING:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Mr. Lisanick, to extend the Board meeting for 15 minutes. The motion failed (4-5-0). Mr. Buchanan, Mr. Mares, Mr. Konkel, Ms. Woods and Mr. Bush opposed.

MOTION TO LEAVE EXECUTIVE SESSION AND ADJOURN THE MEETING:

- (R) **Mr. Bush, MOVED** to Adjourn the August 18, 2021, Board Meeting at 9:30 p.m. The motion passed unanimously (9-0-0).

Meeting Adjourned at 9:30 p.m.

**PARKFAIRFAX CONDOMINIUMS
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VIRTUAL SPECIAL MEETING**

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Directors Present: Dave Bush, President; Jeff Lisanick, Vice President; Scott Buchanan, Treasurer, Peter Ferrell, Secretary; Peggy Clancy, Claire Eberwein, James Konkel, Hector Mares, and Robin Woods, Directors.

Others Present: Dana Cross, Assistant General Manager, Donna Young, Recording Secretary

CALL TO ORDER:

President Bush called the Virtual Special Board meeting to order at 9:35 p.m., to continue previously discussed legal and personnel matters.

APPROVAL OF THE AGENDA:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to set an agenda with two agenda items: 1) the previously discussed Executive Session legal matter; 2) the current management situation, for 15 minutes. The motion passed unanimously (9-0-0).**

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Bush, to recess Open Session at 9:37 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 EXTEND THE MEETING:

- (R) MOVED by Mr. Lisanick, SECONDED by Mr. Bush, to extend the meeting five (5) minutes. The motion passed unanimously (9-0-0).**

(R) MOTION TO LEAVE EXECUTIVE SESSION:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Buchanan to leave Executive Session at 9:55 p.m. The motion passed unanimously (9-0-0).**

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

Attorney Recommendation:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Mr. Bush, to approve Legal Counsel's recommendation and his course of action. The motion passed unanimously (9-0-0).

Town Hall Meeting: The Board unanimously agreed to hold a Virtual Town Hall Meeting on September 2, 2021, at 7:00 p.m., to discuss the management search.

MOTION TO ADJOURN THE MEETING:

- (R) **Mr. Bush, MOVED** to Adjourn the August 18, 2021, Special Board Meeting at 9:55 p.m. The motion passed unanimously (9-0-0).

Meeting Adjourned at 9:55 p.m.