

**2021 PARKFAIRFAX CONDOMINIUMS  
BOARD OF DIRECTORS  
VIRTUAL MEETING**

**July 21, 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 Konkell, 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 7:11 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 presented. The motion passed unanimously (9-0-0).**

**POLICE REPORT: No Report Provided.**

**APPROVAL OF THE JUNE 16, 2021, BOARD MEETING MINUTES:**

- (R) MOVED by Ms. Eberwein, SECONDED by Ms. Clancy to approve the June 16, 2021, Board meeting minutes as presented. Motion passed unanimously (9-0-0).**

**COMMITTEE REPORTS:**

Transportation and Land Use Committee: Mr. Bob Gronenberg (Committee Chair) reported that the Electric Vehicle Charging Survey will be completed by August 2021. Mr. Gronenberg also provided an update regarding the Lighting Survey. He stated that the company that is assisting with the development of the survey took lighting measurements in some of the parking areas, to include some city streets, which confirmed how dark they are, but made no recommendations as to where to place additional lighting to correct the darkness. The Company provided samples of lighting fixtures that could possibly address the darkness but did not indicate where they should be placed to correct the darkness. Mr. Gronenberg concluded that the Committee has a lot more work to do regarding the Lighting Survey; the Committee will continue to address the issues to include additional areas such as steps, paths, walkways, areas surrounding buildings, etc. Mr. Gronenberg concluded that in his opinion the report received was not very useful. The Board requested that the TLUC provide a report in writing regarding the survey going forward.

Activities Committee: Ms. Joyce Frank and Mr. Mark Miller provided a presentation of the Parkfairfax Party Room Renovation(s). The presentation focused on areas such as the initial improvements and draft floor plans as well as the expansion of the original kitchen footprint and the installation of an additional bathroom. Some of the Party Room ideas include a 1<sup>st</sup> floor storage closet, a continuous kitchen height counter “bar”, a large wall mounted cable access/streaming TV, a patio with built in bench(es), recessed lighting or overhead lights as well as furniture. Mr. Miller stated that the next steps would be to 1) discuss options with the Board, 2) decide if another townhall meeting is needed, and 3) to move to a Request for Proposal to include a final design. After further discussion, Mr. Bush recommended that the Activities Committee and Mr. Miller seek advice/recommendations from the Architectural and Planning Board (A&PB) to develop a plan to submit before the Board for further discussion. The A&PB will look into developing an RFP for the Party Room Renovations.

### **RESIDENTS FORUM:**

Homeowner (Mary Hobbs) shared her concerns regarding the leak(s) inside her unit. Homeowner shared that she purchased her unit in June of 2019 and have been dealing with leaks inside her unit when it rains since December 2019. Homeowner continued that she has dealt with maintenance regarding the matter, but maintenance has yet to establish where leaks are coming from. She also shared that there is toxic mold inside her unit as a result of the leaks. Homeowner further shared that she has only been in her unit for two years and it has taken a lot of time and energy to get management to do their job. Homeowner further stated that she is very concerned for the health of her family as she has a less than one year old child.

Homeowner (Grace Lahiff) shared that she lives in the unit beneath Ms. Hobbs and has owned the unit since 2018. Homeowner shared that it is clearly a building systems issue (foundation not solid/not sealed, drains need rerouting, etc.). Homeowner further shared that she has also spoken with management regarding water leaks/damage. Homeowner further shared that she too has unlivable levels of toxic mold in her unit due to water leaks. Homeowner shared discrepancies between reports performed by Management and the environmental tests they have had performed. Homeowner asked what’s next to address her concerns. Homeowner in conclusion asked the Board what they would like her to do when maintenance isn’t getting the job done. Mr. Miller addressed and will follow up on the matter.

Homeowner (Lisa Hager) shard her concerns regarding the rodent issue she has encountered since moving to Parkfairfax. Homeowner shared that she caught 9 mice and has witnessed three mice and three rats run across her patio. Homeowner inquired are residents still feeding birds, which may be the cause of the increase in rodents. Homeowner asked what is being done to get a handle on the matter. Mr. Miller provided the steps that are being taken to address the matter.

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

May 2021 Reserve Expenditures:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Clancy, to approve the May 2021 Reserve Expenditures in the amount of \$178,975.94 with funds to come from GL 9901.01, Reserve Expenditures. The motion passed unanimously (9-0-0).**

## **MATTERS FOR BOARD DISCUSSION:**

Capital Improvement – Activities Committee Directive – Party Room: This matter was discussed under Committee Reports.

Capital Improvement – Recreation Committee Directive – Gym: The Board discussed the matter. Suggestions were made to modernize the gym. After further discussion, the Board recommended that the Recreation Committee, the A&PB and Management assemble and provide a proposal to the Board addressing the Gym upgrades.

Capital Improvement – Buildings/Utilities Committee Directive – Windows: The Board discussed the matter. Ms. Eberwein recommended that the Buildings and Utility Committee do a study to identify the laundry rooms that are not being used, and what they can be used for. After further discussion, Mr. Bush stated that he would work with Mr. Miller to come up with a plan of action and the matter will be revisited.

Stormwater – Christopher Consultants Recommendations: The Board discussed the proposal submitted by Christopher Consultants for design work to address the Stormwater issues in two areas in Parkfairfax (547 & 745 Improvement Plans) in the amount of \$47,670. The Board concluded to accept the proposal as presented.

**(R) MOVED by Mr. Buchanan, SECONDED by Mr. Ferrell, to accept the proposal submitted by Christopher Consultants for design work to address the Stormwater issues in two areas in Parkfairfax (547 & 745 Improvement Plans) in the amount of \$46,670 with funds to come from Capital Improvements Operation Reserve. The motion passed unanimously (9-0-0).**

Site Survey & Lighting Assessment: The matter was discussed previously in the meeting (TLUC Committee report). The Committee will provide a written report to the Board addressing the matter at the August 18, 2021, Board meeting.

Redesign & Redevelopment of Community Website: Mr. Lisanick provided an update and shared minor modifications that would improve the Website. Mr. Bush recommended that the committee reach out to Mr. Rick Fletcher for recommendations and assistance with updating the Website. Janet Schrader and Mark Miller will collaborate and provide an update to the Board.

Myer Swim Team Inquiry: The Board discussed the matter and agreed that there would be conflict with the times the community is allowed to use the pool but agreed to allow them rental of the pool during hours that the pool is closed to the community. It was noted that the letter sent to Management was for use of the pool in year 2022.

Scuba Lessons Request: The Board consensus regarding the matter is to not entertain the request.

Easement for Liberty Gas Station Land: The Board discussed the matter and concluded to address the matter in the Executive Session.

Review of Laundry Contract: Matter discussed previously in the meeting.

Facebook and Board Member Involvement:

- (R) MOVED by Ms. Eberwein, that all members of the Board resign from membership and/or management of all Face Book sites except for the official Parkfairfax Community Association site. NO SECOND was provided. Motion was not taken up.**

Ms. Eberwein shared her concerns regarding the potential liability surrounding the matter.

Mr. Ferrell placed a recommendation before the Board that a Social Media Code of Conduct be developed and/or adopted that all Board members would agree to. Mr. Ferrell and Mr. Buchanan will draft the code of conduct for the Board's review.

Quiet Pool: The Board discussed the matter and concluded to refer the matter back to legal counsel for additional information and recommendations.

**MOTION TO MOVE INTO EXECUTIVE SESSION:**

- (R) MOVED by Ms. Clancy, SECONDED by Mr. Mares, to recess Open Session at 9:08 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. Bush, SECONDED by Ms. Woods, to extend the Board meeting for 15 minutes. The motion passed. (5-3-0). Mr. Buchanan, Mr. Konkell and Ms. Clancy opposed.**

**MOTION TO LEAVE EXECUTIVE SESSION AND ADJOURN THE MEETING:**

- (R) WITHOUT OBJECTION, Mr. Bush, MOVED to Adjourn the July 21, 2021, Board Meeting at by 9:45 p.m. The motion passed unanimously (9-0-0).**

**Meeting Adjourned at 9:45 p.m.**