

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

**November 2, 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: Dana Cross, Acting General Manager

CALL TO ORDER:

President Bush called the virtual Board meeting to order at 7:02 p.m. and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

Mr. Bush inquired were there any changes to the agenda, and there were none. The agenda was approved unanimously with no amendments.

REPORT FROM THE SUB-COMMITTEE:

Mr. Buchanan reported that they are performing another round of interviews and they have one or two candidates that could be good options, which makes a total of four that represent really solid candidates. Mr. Buchanan stated that figuring out how they would proceed regarding making a decision would be the next step. Mr. Buchanan further reported that once they finish conducting tonight's interviews, to hold a brief straw poll to see where people are and possibly narrow it down to two candidates that we would bring back for a final round of interviews; then we will do the real due diligence on references and background checks and then do a deep dive, which will be the decision point to see if one the two candidates can do the job. Mr. Buchanan stated that what he would propose for this evening is to look at the four candidates that they have seen so far and do a straw poll; each Board member votes for two (two of those that you may think are the right ones to move forward) we will tally them up and see who comes in last and that would narrow it down to the two that we think could move forward for to the final interview rounds.

Mr. Lisanick stated that the Board President tasked the Sub-committee to bring forth viable candidates; and we have done that. The Board will select two more candidates tonight (they have minor differences but are all qualified in one respect or another). Mr. Lisanick continued that the community is looking to the committee to fill that gap in an expeditious manner. Mr. Lisanick stated that it would be good for the committee to narrow it down today if they decide we have seen enough. Mr. Lisanick further stated

that any of the four candidates that the Board is going to see in person could do the job, and because of that there are good choices before the Board, and the community will be happy as well. Time will tell.

Mr. Bush informed the community that these interviews/discussions will be done in Executive Session because we will be using names, as well as background information, and that all four of the candidates have asked for their anonymity, at least up until the point where we are making an offer to them. Sorry about that but these matters will have to be discussed in Executive Session.

Claire Eberwein asked that if we narrow it down to two, will we re-interview those two candidates. Mr. Buchanan and Mr. Lisanick both responded yes. Ms. Eberwein stated that she thinks it is a good proposal.

Mr. Bush inquired if the two candidates are well fit for the job, why would we linger even further on this interview process; why not just move on?

Mr. Lisanick responded number one, in the first interviews, that may not have been all the questions that we would want to ask; and number two it would be a very good use of time to interview the final two to make sure that we are nailing down the exact person who is going to be the best fit for the community.

Mr. Ferrell added that if we narrow it down to two candidates and second round interviews, that will provide the opportunity to ask more Association related questions, highlighting those elements of the job that they would be required to do. Mr. Ferrell continued that a second round of interviews is also a way of establishing whether or not they want the job.

Ms. Clancy shared that narrowing it down to two candidates and then revisiting it with them to see how committed they are to the job, and then have questions and/or scenarios to present to the both of them to see how they would handle the situation, would give us a better idea. Ms. Clancy further stated that we may need to step up our game so that we can have this done by Christmas.

Mr. Ferrell added that there is a team spirit already that wants to get this done by Christmas.

Ms. Woods shared that it is easy to develop strong opinions pretty quickly, and if people feel strongly about a candidate or two, why not move ahead; I like efficiency and expedience, I don't like things being dragged out for a long time just because it gives someone else a chance when in fact, we feel comfortable with one or two people already.

Mr. Konkel stated that he is in agreement with Ms. Clancy's approach.

Ms. Eberwein stated that if it is narrowed down to two candidates and we have second round interviews, then we can ask more specific questions. Ms. Eberwein further stated that she doesn't see it lasting too long especially if we get it narrowed down to two candidates tonight, we can schedule the interview in the next couple of weeks. Ms. Eberwein continued that she thinks it is very possible that we would have a new manager by the December 2021 Board meeting, assuming that they can leave their current place of employment in time to do that.

Mr. Mares stated that if we are going to do the second round interviews that we should try and do that as quickly as possible. Mr. Mares asked what happens if none of the candidates come back for a second interview. Mr. Bush responded that he does not think that would be a problem.

Mr. Bush asked who will be drafting the final round of questions. Mr. Buchanan stated he would take a stab at them. If anyone have any questions, please provide them to him by the end of the week and he will incorporate them and get a draft of the questions out to the Board. Mr. Buchanan asked that the Board/committee be prepared to attend whenever we schedule round 2 interviews.

Mr. Bush stated that based on what happens tonight (once who and how many final candidates are decided), they will set a special Board meeting.

COMMENTS & QUESTIONS FROM THE BOARD: There were none.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED by Mr. Ferrell, SECONDED by Ms. Clancy, to recess Open Session at 7:18 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 Ms. Clancy, to extend the meeting 15 minutes at 9:30 p.m. The motion passed unanimously (9-0-0).**

MOTION TO ADJOURN:

Meeting Adjourned at 9:45 p.m.

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

**November 10, 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, and Robin Woods, Directors.

Directors Absent: Hector Mares

Others Present: Dana Cross, Acting General Manager

CALL TO ORDER:

President Bush called the virtual Special Board meeting to order at 7:02 p.m. and welcomed everyone to the meeting.

Mr. Bush shared that today is an important day, that it is the Birthday of the Marine Corp., and that we need to say thank you to those that served in the past and present for their service to our nation.

APPROVAL OF THE AGENDA:

Mr. Bush asked was there any opposition to the agenda as presented. There was no opposition.

RESIDENTS FORUM: No Resident Comments.

REPORT FROM THE SUB-COMMITTEE:

Mr. Buchanan reported that we have gone through several interviews with highly qualified candidates. Mr. Buchanan continued that tonight we will revisit a couple of those candidates and make a determination if either of them is someone that we think would be the right pick; not to say that the Board will pick among these two, this is just narrowing down to try and get closer to making a decision. Mr. Buchanan further stated that if after tonight the Board thinks that a candidate is a good fit great, and if not, the Board will go back and hunt some more; but I think we have two strong candidates.

Mr. Lisanick stated that he wanted to give Mr. Buchanan a shout out for the great job he has done being the leader of the Sub Committee. Ms. Clancy stated that it's been wonderful process and she has been impressed with everything.

Mr. Buchanan stated that his personal perspective is that it is important to come out of these sorts of searches where committees and Boards are involved with a full consensus where we are all in general agreement that this is the right person and that the Board is supportive and fully behind the candidate.

Mr. Bush added that you certainly want to have the idea that the new manager is brought in with the full support of the Board.

CAPITAL BIKE SHARE PROGRAM:

Mr. Bush raised the subject matter of the Capital Bike Share program that is projected to be installed at the south end of the island. Mr. Bush stated that himself, Mr. Gronenberg and others will meet with the city Liaison on this project on Friday, November 12, 2021, at 10:30 a.m. Ms. Clancy stated that would be a good time for them to witness the parking situation in that area and see that it may not be a good idea to place it there.

Mr. Buchanan shared that he thinks it would be nice to have the bike share program somewhere in the community. He further shared that he understands the concerns regarding the area chosen for the bikes and the disruption with the landscaping, but it is hard to find other areas that would not remove the parking.

Mr. Bush shared that one of the concerns he has is that we already have day trippers that park at the school and go off to the airport, etc., and leave their cars sometimes for weeks on end, and I think the bikeshare would help to facilitate that if they have the option to ride a bike to the airport.

Ms. Clancy inquired about the green space on Martha Custis Drive by the pool; she stated putting the bike share there is an option.

Mr. Buchanan suggested an area of concrete (driveway) on Coryell Lane that leads up to the pool house that has a giant concrete pad which is also an option.

Mr. Konkel suggested that if the city says that the bike share program has to be installed in the area by Charles Barrett, maybe it could be negotiated to add some parking spaces there as well so that there is the bike share as well as additional parking.

Ms. Eberwein stated that she is going to hope the best and assume that the person representing the Capital Bikeshare would be open to working with us on putting it in a place that makes sense, even if we do have to do some kind of easement. Ms. Eberwein further stated that we should try and keep it near to what we know as the unofficial bike trail.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Clancy, to recess Open Session at 7:18 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 (8-0-0).

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Lisanick, to extend the meeting 30 minutes at 10:00 p.m. The motion passed unanimously (8-0-0).

ADJOURNMENT:

Meeting Adjourned at 10:30 p.m.

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**December 15, 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 and Hector Mares, Directors.

Directors Absent: Robin Woods

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

CALL TO ORDER:

President Bush called the virtual Board meeting to order at 7:00 p.m. and welcomed everyone to the meeting. Mr. Bush began the meeting with thoughts and well wishes to the people of the Commonwealth of Kentucky as well as other places as a result of the wicked storms that have touched down on them; we wish them well. Mr. Bush further stated that there is a policy in place now that the meetings are being recorded, but the recordings are not open to anyone except to the recording secretary (Donna Young); and we are not taking answers to chats that come in.

Mr. Bush continued and gladly introduced Parkfairfax's new General Manager, Mr. Francisco Foschi. Mr. Foschi stated he was happy to be here, and he looks forward to meeting and getting to know everyone.

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Ferrell, SECONDED by Ms. Clancy, to approve the agenda as amended. The motion passed unanimously (8-0-0).

POLICE REPORT:

Officer Fromm reported on the following incidents for the months of November/December 2021: On November 28, 2021, a suspicious event occurred on Mount Eagle Place at approximately 9:00 p.m., someone knocked on a resident's door and proceeded to try the door; when the resident looked through the door, the person ran away towards the dead end on Mount Eagle Place. The police were called and responded but were not able to locate the suspicious individual; on December 6, 2021, there was a driving while intoxicated accident on Preston Road and that person was arrested that night; on December 9, 2021, in the 1100 block of Valley Drive, there was a package removed (possibly daughter picked up the package); in the 3700 block of Valley Drive an unlocked vehicle was ransacked and some cash and items were stolen from the trunk of the vehicle. Officer Fromm stated that he has requested that officers on the midnight shift hang out on the Valley Drive corridor and/or parking lot near the tennis court(s), because of the suspicious activities that have occurred.

APPROVAL OF THE MINUTES:

APPROVAL OF THE SEPTEMBER 8, 2021, SPECIAL BOARD MEETING MINUTES AND NOVEMBER 17, 2021, BOARD MEETING MINUTES:

- (R) **MOVED by Ms. Eberwein, SECONDED by Mr. Lisanick to approve the September 8, 2021, Special Board meeting minutes as presented. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Ms. Eberwein, SECONDED by Ms. Clancy to approve the November 17, 2021, Board meeting minutes as presented. The motion passed unanimously (8-0-0).**

RESIDENTS FORUM: Ms. Sherry Truhlar shared her concerns regarding issues she has been experiencing for the past five years with mold in a downstairs bathroom. Ms. Truhlar stated that she is specifically coming before the Board to request reimbursement for the \$590 expenditure from Geller Environmental Lab for the mold test that they performed. The Board discussed the matter and concluded to add it to the January 19, 2021, Board meeting agenda under Matters for Board Discussion.

COMMITTEE REPORTS:

Activities Committee: Mr. Bush thanked Robin Davis and Perry for their wonderful work at the tree lighting ceremony. Mr. Bush continued that it went very nicely, and the Alexandria Choral Society was great. Ms. Davis thanked Mr. Ferrell for his participation as Rudolph. Mr. Bush concluded with the Activities Committee do such a great job.

A&PB: Ms. McCord shared that the new application form and checklist for specifications is what will be used going forward. Ms. McCord requested that the Board review the new application form and checklist to ensure that it is an acceptable format, and if not to provide any changes and edits the Board may have. Ms. McCord continued that in January 2022 additional discussions will take place regarding specifications for front doors and front door hardware and in February 2022 discussions will take place regarding specifications for dryers and dryer vents. Mr. Bush requested that Ms. Cross forward the indemnification agreement to legal counsel for review.

Buildings & Utilities Committee: Mr. Chuck Lunati, Chair of the Buildings & Utilities Committee (BUC-A-NEERS) provided a detailed report that included information regarding their approved Standard Operating Procedures (SOP); the Laundry Room Study Charter, etc. Mr. Lunati reported that the laundry room project will take up to a year which is in accordance with the schedule. Mr. Lunati reported the Committee is still in Phase I where they are collecting data. After further discussion, Mr. Bush asked the Board were there any objections to the BUC continuing the laundry room study, hearing no objections, the BUC is authorized to continue the laundry room study. Mr. Bush recommended that Mr. Foschi, General Manager develop a plan of action in conjunction with the BUC on how to approach this matter.

Covenants Committee: There are three seats up for appointment on the Covenants Committee. Current members Eric Keber and Kristen Mowery are seeking re-appointment. Prior covenants members Paula Martori and Owners Anita Van Brenda and Lisa Harger have expressed interest

in joining the committee. After further discussion the Board agreed to a straw poll vote and the results are as follows:

Mr. Eric Keber	-	Total votes in favor	=	8
Kristen Mowery	-	Total votes in favor	=	8
Paula Matori	-	Total votes in favor	=	3
Lisa Harger	-	Total votes in favor	=	7

Finance Committee: Ms. Julia Reynes, Finance Committee Chair, shared a presentation of the Finance Committee's December 2021 report titled Meeting the Reserve Study. Ms. Reynes shared that the committee was charged with the task of figuring out how to meet the demands of the new reserve study which has a higher financial requirement than the previous study. Ms. Reynes stated that the committee has several scenarios up for discussion to address the task placed before the committee. Ms. Reynes continued that the committee currently consists of committee members Mr. Greg Drone and Ms. Amanda Mullan and will be seeking new members in the near future. Ms. Reynes' report touched on topics such as the Reserve Study Process, Reserve Expenses, Condo Assessments, etc. Ms. Reynes shared that the Reserve Study was done in December of 2020 and will run for the next five years and will guide our investments. In conclusion Ms. Reynes shared scenarios that the committee developed to address the Reserve Study requirements to include a Multi-Year Budget as well as the Board's responsibilities. Mr. Bush recommended that all questions be submitted to Ms. Cross to be discussed at the next Board meeting on January 19, 2022, and/or at the Budget workshop to be held on January 22, 2022. Mr. Bush thanked Ms. Reynes and the committee for all of their hard work.

Recreation Committee: Mr. Paul Friedman provided an update of the Recreation Committee activities and projects and stated that the committee is looking forward to addressing the upper courts to include a softer surface which is much safer. Mr. Friedman stated that the committee would like to get this done as soon as possible. Mr. Friedman continued that the committee will be submitting a request for the Spring movie night; Mr. Bush asked that the request be provided to himself, Mr. Foschi and Ms. Cross as soon as possible.

Transportation and Land Use Committee: Mr. Clancy revisited the subject matter of the 600's Parking issue. Ms. Clancy stated that there is plenty of room in the back of the school facing the fence where they could add at least 20 more parking spaces. Ms. Clancy shared that herself and Ms. Eberwein would like to contact the School Board to see if they would be willing to provide more parking. Mr. Bush shared a recommendation that a Sub-Committee be formed to address the issue to include Ms. Clancy, Ms. Eberwein and Mr. Gronenberg; there were no objections to forming the Sub-Committee. Mr. Bush shared that there will be a meeting on the Capital Bike Share program via zoom tomorrow at 3:30 p.m. Mr. Gronenberg added that the committee has also been very busy working on the electric charging stations project for Parkfairfax and would like approval from the Board to move forward with the Survey. The Board requested that Mr. Gronenberg provide a revised survey to the Board. Mr. Bush stated that this matter will have to be voted on between meetings which will require a unanimous vote for approval.

Mr. Bush stated that he wanted to say what a GREAT AND WONDERFUL JOB the three members of the Search Committee did. Mr. Scott Buchanan, Mr. Jeff Lisanick and Mr. Peter Ferrell.

MATTERS FOR BOARD DECISION:

October 2021 Reserve Expenditures:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Ferrell, to approve the October 2021 Reserve Expenditures in the amount of \$2,691 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (8-0-0).**

MATTERS FOR BOARD DISCUSSION:

Motion on Board/Staff Communications-Director Eberwein: Ms. Eberwein stated that she would be happy to remove this matter from tonight's Agenda to allow the new General Manager, Mr. Francisco Foschi to review the matter. The Board agreed.

Administrative Resolution #32 – Video/Audio Resolution Amendment: The Board discussed the matter and agreed to bring the matter to a vote to include an amendment to the Resolution provided by Ms. Eberwein.

- (R) MOVED by Mr. Ferrell, SECONDED by Ms. Clancy, to approve and accept Administrative Resolution #32 – Video/Audio Resolution as amended. The motion passed unanimously (8-0-0).**

3324 Floor Damage Appeal: Mr. Paul Friedman shared his request for reconsideration of the matter regarding his damaged floors that was previously raised before the Board. Mr. Friedman stated there were issues he was not previously prepared to address; but is now prepared to do so. After further discussion, Mr. Bush posed the question would the Board like to send this matter on to the January 19, 2022, Board meeting for a final decision. The Board conducted a straw poll vote on the matter. The vote went as follows:

- (R) The Board voted on the matter. The vote failed at (3-4-1). Mr. Bush, Mr. Lisanick and Mr. Mares approved the vote. Mr. Buchanan, Ms. Eberwein, Mr. Ferrell and Mr. Konkel opposed the vote. Ms. Clancy abstained the vote.**

Covenants for Floors – Director Konkel: Mr. Konkel raised the subject matter that Covenants does not require any application process to be submitted with flooring changes or an addition to the flooring on top of the original flooring, etc. The Board discussed the matter, and the consensus is to forward this matter to legal counsel for review and recommendations, to be included in the resale certificate.

Naming of “Center” Island – Director Eberwein: Ms. Eberwein placed before the Board the idea of the “Naming of the Center Island” contest with the winning prize being a planted tree in the winner's front common element. Ms. Eberwein stated she will work with Ms. Robin Davis to place a notice in the newsletter inviting residents to participate in the contest.

Pool Contract: Mr. Bush raised the subject matter of bidding out the pool contract and asked the Board did they have any desire to bid out the contract and request RFP's. Mr. Foschi shared how High Sierra pools really stepped up during rough times and that he was very

impressed with their service. After further discussion the Board concluded there was no desire to bid out the contract.

Fort Myer Swim Team Inquiry: The Board revisited the matter of the Myer Swim Team's request to rent the Martha Custis Pool for the 2022 season. The Board discussed the matter and concluded to add this matter to the January 19, 2022, Board meeting agenda for discussion. The Board stated it would be good idea to get legal counsel's input and recommendations on the matter regarding any possible liabilities.

MATTERS FOR BOARD INFORMATION:

October 2021 Financials: Mr. Bush stated the reason the Association is in a deficit is because the insurance premium was paid.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED by Mr. Ferrell, SECONDED by Ms. Clancy, to recess Open Session at 9:19 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 (8-0-0).**

MOTION TO EXTEND THE MEETING:

- (R) **MOVED by Ms. Eberwein, SECONDED by Mr. Bush, at 9:30 p.m., to extend the meeting 10 minutes to 9:40 p.m. The motion passed (6-2-0). Mr. Buchanan, Mr. Mares opposed.**

[Ms. Eberwein left the meeting at 9:32 p.m. bringing the number of Board members present to seven (7)]

MOTION TO LEAVE EXECUTIVE SESSION:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Ferrell to adjourn the Board of Directors meeting at 9:40 p.m. The motion passed unanimously (7-0-0).**

ACTION TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED by Mr. Ferrell, SECONDED by Ms. Clancy, to approve the personnel matter as discussed in Executive Session. The motion passed unanimously (7-0-0).**

MOTION TO ADJOURN:

Meeting Adjourned at 9:40 p.m.