

**PARKFAIRFAX CONDOMINIUMS  
BOARD OF DIRECTORS  
VIRTUAL MEETING**

**January 19, 2021  
3360 Gunston Road:  
Alexandria, VA 22302**

**ATTENDANCE:**

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

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

**CALL TO ORDER:**

President Bush called the virtual Board meeting to order at 7:06 p.m. and welcomed everyone to the meeting.

**APPROVAL OF THE AGENDA:**

**(R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to approve the agenda as amended. The motion passed unanimously (9-0-0).**

**POLICE REPORT – ALEXANDRIA SHERIFF’S OFFICE:**

Sargent Mark Jessup with the Alexandria Sheriff’s Department shared that he is the point of contact for Parkfairfax and that he has been with the Sheriff’s office for over 18 years. Sargent Jessup also shared that the Alexandria Sheriff’s office is the secondary law enforcement bureau in the city of Alexandria and the primary responsibility of the Sheriff’s office is the courthouse, the detention center, performing civil processing, warrants, and transportation of detention inmates. Sargent Jessup continued that the newly elected Sheriff is Sheriff Sean Casey, and the Sheriff’s office is happy to have him on Board. Sargent Jessup further shared that in light of the COVID Pandemic the Sheriff’s office has made changes to include restricted visitations to the Detention Center to include video and virtual visits for inmates and family members while still maintaining medical care for those inside the detention center. Sargent Jessup continued that the Sheriff’s office is doing everything they can to ensure that everyone is safe, and all guidelines of the CDC are being followed. Sargent Jessup shared that the Sheriff’s office offers testing and vaccines to staff members and those that are incarcerated in the detention center, as well as anyone who wants testing and/or vaccinations. Sargent Jessup concluded that the Sheriff’s office is looking forward to keeping the community safe.

## **APPROVAL OF THE MINUTES:**

### **APPROVAL OF THE NOVEMBER 2, 2021, SPECIAL BOARD MEETING MINUTES; NOVEMBER 10, 2021, SPECIAL BOARD MEETING MINUTES; AND DECEMBER 15, 2021, BOARD OF DIRECTORS MEETING MINUTES:**

(R)     **MOVED by Mr. Ferrell, SECONDED by Ms. Clancy to approve the November 2, 2021, and November 10, 2021, Special Board meeting minutes and the December 15, 2021, Board meeting minutes as presented. The motion passed unanimously (9-0-0).**

## **RESIDENTS FORUM:**

Ms. Elba Pinero shared her concerns regarding her windows that are installed in the old metal frames which are holding a lot of moisture as well as causing cracks. Homeowner stated she does not have a clear understanding of what can be done to repair them, and who is responsible for the repairs, etc. Homeowner stated that she would like some guidance regarding the matter. Homeowner continued that she provided the Board pictures of her windows. President Bush added that maintaining the windows from the interior is an option and the Association maintains them from the outside. Mr. Buchanan added that once the unit owner replaces the windows the maintenance of the interior frames transfers to the unit owner. Homeowner asked to address the issue do we replace the metal frames completely. Ms. Eberwein added that a cold metal frame in a warm room creates condensation, consulting a contractor regarding insulating the metal frames and capping them with wood could help the matter. Without Any Objection, President Bush recommended, sending this matter on to the Architectural & Planning Board (A&PB) for review. The Board agreed.

Mr. Robert Schneider shared that he wanted to lend some support on the issue of the windows and inquired about the protocol regarding how to proceed with requests. Mr. Schneider further shared that this seems to be a common problem in Parkfairfax.

## **COMMITTEE REPORTS:**

A&PB Committee: Ms. McCord reported that she submitted a written report dated January 13, 2022. Ms. McCord provided an update on the patio and community room renovations. Ms. McCord further reported that she is working with Mr. Foschi (General Manager) and Alonzo Alexander (Director of Operations) on the patio and party room renovations as well as coming to an agreement with an architect who is prepared to put together the construction documents required by the city for the renovations.

Landscape Committee: Ms. Robin Davis reported that the committee was in receipt of final budget numbers for the Storm Water Project and the matter would be revisited at the Budget Workshop to be held on January 22, 2022. Ms. Davis further stated that she will follow up with Alonzo Alexander regarding tree replacement.

Transportation and Land Use Committee (TLUC): Mr. Bob Gronenberg (Chair) shared a presentation regarding Electric Vehicle (EV) Charging Stations for Parkfairfax. Mr. Gronenberg introduced Mr. Chris Kasmak who is a major contributor to this project. Mr. Gronenberg and Mr. Kasmak provided a detailed report on what it would take to provide the community with Electric Vehicle (EV) Charging Stations. Mr. Gronenberg stated that the reality is that Electric Vehicles are coming and Parkfairfax needs to be prepared for that. Mr. Gronenberg stated that his goal for tonight is to hand this project off to the Board and Management for the implementation phase. Mr. Gronenberg further reported that he received 443 responses to the Survey which were largely supportive of the project, but the financial impact was a concern. The Board provided input regarding the project and concluded to provide the TLUC approval to move forward with the Electric Vehicle (EV) Charging Stations project for Parkfairfax.

Buildings & Utilities Committee: Mr. Konkel directed the Board's attention to the Committee's December 2021, report requesting approval to move forward on the 3-phase system outlined in the report. Ms. Eberwein recommended that when the BUC has a request of the Board that they please place it separate from the report so that it is easily accessible to the Board, and it clearly states what they are requesting. Mr. Bush added that an Executive Summary at the beginning of the report would be beneficial. After further discussion, the Board agreed to approve the Committee moving forward on the matter.

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

#### November 2021 Reserve Expenditures:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to approve the November 2021 Reserve Expenditures in the amount of \$280,749.14 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (9-0-0).**

#### Elections Committee:

- (R) MOVED by Ms. Eberwein, SECONDED by Mr. Ferrell, to appoint Carolyn Wilson, Catherine Kitchell and Lisa Harger to the Elections Committee for the April 2022 Board Elections. The motion passed unanimously (9-0-0).**

#### Consideration of Owner Request:

***[Ms. Eberwein excused herself from the meeting at 8:25 p.m. and returned at 8:42 p.m.]***

Mr. Kieran Hughes revisited and shared additional concerns (on behalf of his daughter Lauren Hughes) regarding the ongoing mold issue in his daughter's unit which he stated is now affecting her health. Mr. Hughes stated that in November 2021 his daughter appeared before this Board trying to obtain some type of relief and/or remediation repair of the mold issues that has taken place in her unit. Mr. Hughes further shared that his daughter obtained experts at her own expense to come in and provide unbiased reports as to where the leaks

were coming from. Mr. Hughes continued that the Board indicated at that time that the mold was a serious issue and that it needed to be remediated quickly and expeditiously. Mr. Hughes further stated that it is now two months later, and nothing has been done in her unit except that Mr. Alexander came in and ripped up additional flooring and put down plastic which now holds more moisture which is a great area for continued growth of mold. Mr. Hughes provided further details and timelines regarding the incidents that have taken place in this matter. Mr. Hughes referenced emails that he has in received concerning this matter and that he has responded to the emails but did not receive any response to his emails from Francisco Foschi, General Manager and/or the Board until January 2022, when an update on the matter was requested. Mr. Hughes stated that Mr. Foschi responded that this matter would be discussed by the Board at tonight's meeting. Mr. Hughes stated before the Board why his daughter was unable to attend tonight's meeting and why he was representing her. Mr. Hughes stated that he only learned yesterday that this matter was going to be on tonight's agenda. Mr. Hughes concluded that he heard Mr. Bush state that there would be some type of decision made tonight on the matter and that once he hears that decision, he would take it from there. Mr. Hughes also inquired as to what Board member objected to his request to speak earlier in the meeting.

Mr. Bush provided clarification and stated that this matter has been placed as a continuous matter on the agenda for each Board meeting up to this point. Mr. Bush stated that Mr. Scott Buchanan was the Board member that objected to Mr. Hughes request to be heard earlier in the meeting. Mr. Buchanan added that the basis for his objection is that the Board meeting agenda had surpassed the time frame for Residents Forum and the meeting was already running 20 minutes behind schedule. Mr. Buchanan further added that once the Board enters into the business session of the meeting, they do not recognize owners to speak, and that Resident's Forum is the appropriate time for any owner to talk about any issues whether its on the agenda or not.

The motion was stated, and the question was called to bring the matter to a vote. There was no opposition to calling the question, the Board moved to a vote on the matter.

**(R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to decline the proposal from a unit owner and rescind the previous offer made by the Association, while then directing that the Association will continue to take the steps necessary to address any issues that are the Association's responsibility. The motion passed (5-2-2). Mr. Konkel and Mr. Mares opposed. Ms. Eberwein and Ms. Woods were not present for the vote.**

Mr. Francisco Foschi stated that a written response will be provided to the homeowner regarding the Board's decision on the matter to include answers to Mr. Hughes request for additional information.

#### **MATTERS FOR BOARD DISCUSSION:**

**Door Hardware Specifications (Presented during the A&PB's Committee Report):** Ms. McCord provided an update on the specification amendments. Ms. McCord stated that she would like to make the specs more user friendly and that the first document in the specs

would be the checklist. Ms. McCord requested that the Board expand the pallet of colors to include Market Green as the 11<sup>th</sup> Color on the pallet. Ms. McCord stated that the goal is to make the applications as straight forward and as user friendly as possible. Ms. Eberwein inquired about the status of fiberglass doors and asked that management investigate the matter. The Board approved adding the color Market Green to the color pallet as the 11<sup>th</sup> Color.

Board/Staff Communications Update – General Manager: Mr. Foschi directed the Board’s attention to the draft Board-Staff Communications Policy presented in the Board packet. After further discussion it was concluded to add this matter to the February 16, 2022, Board meeting agenda under matters or Board Discussion.

Budget Workshop Preparation – Treasurer Buchanan – Review & Update: Mr. Buchanan stated that he provided a draft copy of the Agenda for the Budget meeting and there were no edits and/or objections to the agenda. Mr. Buchanan provided a description of the order of business for the meeting. Mr. Buchanan shared that the Board books will be distributed Friday, January 21, 2022, along with a revised version of Barkan’s draft budget.

Mold Test Reimbursement Request – 1670 Fitzgerald Lane: The Board discussed the matter and stated that a number of things need to be taken under consideration in this matter. After further discussion, the Board concluded to revisit the matter at the February 16, 2022, Board meeting.

Covenants for Floors – Director Konkel: Director Konkel revisited the matter regarding the need for a Covenants applications to replace a unit’s flooring (original or otherwise). After further discussion the Board concluded to forward this matter to Legal Counsel for review and recommendations.

Unit Inspection Certificate – Director Konkel: Mr. Konkel raised the subject matter of looking into units in a more detailed fashion. Mr. Konkel also addressed incorporating a more detailed process that staff can follow as well educating owners. After further discussion, Mr. Konkel will collaborate on the matter with Mr. Foschi and the matter will be revisited at the February 16, Board meeting.

Fort Myer Swim Team Inquiry: Ms. Eberwein stated that she opposes the request. After further discussion the Board agreed to forward this matter to Legal Counsel for review and recommendations. The matter will be revisited for decision at the February 16, 2021 Board meeting.

Trash Disposal Rules – Maintenance Yard: Mr. Buchanan directed the Boards attention to Administrative Resolution #41 – Trash and Recycling Policies. Mr. Buchanan shared that he would incorporate all suggested edits to the policy. Mr. Buchanan will consult with legal counsel and provide a revised version of the policy to include suggested amendments and counsels’ recommendations. The matter will be revisited at the February 16, 2022, Board meeting.

Airbnb – Transient Housing: Mr. Buchanan raised the subject matter of Airbnb-Transient housing. The Board discussed the matter and concluded to acquire additional information from Airbnb as well as seek clarification and recommendations from legal counsel. The matter will be revisited under matters for Board Discussion until a resolve is reached.

**MATTERS FOR BOARD INFORMATION:**

Financials: Ms. Eberwein had questions regarding the insurance premiums. Mr. Foschi provided clarification and stated he is reaching out to other insurance carriers.

***NOTE: Director Robin Woods did not return to the meeting, bringing the number of Board members present to eight (8).***

**MOTION TO MOVE INTO EXECUTIVE SESSION:**

- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Ferrell, to recess Open Session at 9:30 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. Lisanick, SECONDED by Mr. Ferrell, at 9:30 p.m., to extend the meeting 15 minutes to 9:45 p.m. The motion passed (7-1-0). Mr. Buchanan opposed.**

**MOTION TO LEAVE EXECUTIVE SESSION:**

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Ferrell to reconvene open session at 9:40 p.m. The motion passed unanimously (8-0-0).**

**ACTION TAKEN AFTER EXECUTIVE SESSION:**

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Ferrell, to accept the proposal/contract for the Bike Share program as presented by the city. The motion passed unanimously (8-0-0).**

**MOTION TO ADJOURN:**

**Meeting Adjourned at 9:44 p.m.**