

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**April 27, 2022
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Buchanan, President; Peter Ferrell, Vice President; Amanda Mullan, Treasurer, Peggy Clancy, Secretary; Dave Bush, Jeff Lisanick, Claire Eberwein, Marieke Johnson, and Matthew Larson, 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 7:00 p.m. and welcomed everyone to the meeting. President Bush also shared an additional welcome to the new Board Members Ms. Marieke Johnson (Ward-2), Mr. Matthew Larson (Ward-5), and Ms. Amanda Mullan (At Large).

APPROVAL OF THE AGENDA:

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

ELECTION OF OFFICERS:

- (R) **MOVED by Ms. Eberwein, SECONDED by Ms. Clancy, to Nominate Scott Buchanan as President of the Board of Directors. The motion passed unanimously. (9-0-0).**
- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Eberwein, to nominate Peter Ferrell as Vice President to the Board of Directors. The motion passed unanimously. (9-0-0).**
- (R) **MOVED by Ms. Eberwein, SECONDED by Ms. Clancy, to nominate Amanda Mullan as Treasurer to the Board of Directors. The motion passed unanimously. (9-0-0).**
- (R) **MOVED by Ms. Eberwein to nominate Peggy Clancy as Secretary to the Board of Directors. There were no objections to the motion. The motion passed unanimously. (9-0-0).**

POLICE REPORT:

Officer Fromm reported that there were three incidents in the community for the month of April 2022: On April 1, 2022, there was a package stolen from the front porch of a residence in the 1600 block of Fitzgerald Lane; on April 5, 2022, in the 3100 block of Wellington Road the catalytic convertor was stolen from a 2004 Toyota Prius; on April 23, 2022, in the 1600 block of Preston Road the catalytic convertor was stolen from a 2005 Toyota Prius. Officer Fromm continued that the 2004-2010 Toyota Prius are the number one target in catalytic convertor thefts.

APPROVAL OF THE MARCH 16, 2022, BOARD MEETING MINUTES:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Johnson to accept the March 16, 2022, Board meeting minutes as amended. The motion passed unanimously (9-0-0).

RESIDENTS FORUM:

Homeowner Elwood El-Rayes shared that he would love to volunteer his time to address some of the issues with the website such as adding a search function. Mr. El-Rayes added that he has over 15-years of experience in building websites, etc. Mr. El-Rayes also shared concerns regarding the following matters: creating a designated area for the drop-off of bulk trash items at the maintenance yard; the placement of the cameras at the maintenance yard to catch violators; and adding a second homeowner's forum to the Board meeting agenda.

COMMITTEE REPORTS:

Presentation: Joseph Walker – Global Visual Façade Assessment: Mr. Joseph Walker, with Walker Consultants introduced himself and stated that his goal tonight is to summarize the 2021 Façade Assessment that was performed and to address any questions and/or concerns the Board may have. Mr. Walker provided recommendations and the best course of action to address the areas of concern. Mr. Walker stated that he would like to see the work begin on the high priority buildings this year. Mr. Foschi stated that he has acquired two proposals to proceed with the tuckpointing; the Board discussed the matter and agreed to move forward with the Reserve Expenditure. Mr. Walker concluded if the Board has additional questions or concerns, please do not hesitate to contact him.

[Peter Ferrell left the meeting at 7:24 p.m., bringing the number of Board members present to eight (8).]

Manager & Maintenance Report: Mr. Foschi provided an overview of his management and maintenance report for the month of April 2022. Mr. Foschi provided an update on possible options for placements of the EV Charging stations. The Board discussed utilizing the maintenance yard as a possible location. The Matter will be revisited for additional information.

MATTERS FOR BOARD DECISION:

February 2022 Reserve Expenditures:

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Ms. Mullan, to approve the February 2022 Reserve Expenditures in the amount of \$246,593.64 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (8-0-0).

Appointment of Board Liaisons:

- (R) **MOVED** by Ms. Mullan **SECONDED** by Ms. Clancy, to appoint Ms. Claire Eberwein as Board Liaison to the Architecture and Planning Board Committee and Landscape Committee. The motion passed unanimously (8-0-0).
- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Mullan, to appoint Ms. Marieke Johnson as Board Liaison to the Covenants Committee and the Alexandria Federation of Civic Associations Committee. The motion passed (7-1-0). Mr. Bush opposed.
- (R) **MOVED** by Mr. Larson, **SECONDED** by Ms. Johnson, to appoint Mr. Matthew Larson as Board Liaison to the Transportation and Land Use Committee. The motion passed unanimously (8-0-0).
- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Ms. Clancy, to appoint Mr. Jeff Lisanick as Board Liaison to the Community Outreach Committee. The motion passed unanimously (8-0-0).
- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Johnson, to appoint Ms. Peggy Clancy as Board Liaison to the Elections Committee. The motion passed unanimously (8-0-0).
- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Eberwein, to appoint Amanda Mullan as Board Liaison to the Finance Committee. The motion passed unanimously (8-0-0).

The Board will revisit appointing Board Liaisons to the following remaining committees: Activities Committee, Building & Utilities Committee, and the Recreation Committee.

Additional Pet Application – 1614 Ripon Place:

- (R) **The matter was discussed and approved by the Board by unanimous consent.**

Additional Pet Application – 3234 Valley Drive:

- (R) **The matter was discussed and approved by the Board by unanimous consent.**

Deferred Assessment Resolution:

- (R) **MOVED by Ms. Eberwein, SECONDED by Ms. Clancy, to approve the Deferred Assessment Resolution recommended by our Certified Accounting Firm Goldklang Group. The motion passed unanimously (8-0-0).**

Legal Review Meeting with Legal Counsel:

- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Johnson, to approve holding the Legal Review Meeting with Legal Counsel on May 11, 2022, at 6:30 p.m., in the Board Room. The motion passed unanimously (8-0-0).**

Covenants Appeal Request – 3446 Gunston Road:

- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Larson to approve to schedule a hearing next month in relation to the Covenants Committee’s decision to have a common element patio removed from 3446 Gunston Road. The motion failed (2-6-0). Mr. Buchanan, Mr. Bush, Ms. Clancy, Ms. Eberwein, Ms. Johnson, and Ms. Mullan opposed.**

MATTERS FOR BOARD DISCUSSION:

Election/Budget Schedule: The Board discussed the 2022/2023 Budget/Election Proposed schedule and concluded to adopt the schedule as amended by unanimous consent.

Election Committee Terms of Reference – AR#12: Ms. Eberwein stated that in light of some issues that occurred during the recent election process, that she would like to make the following motion to amend the Election Committee Terms of Reference.

- (R) **MOVED by Ms. Eberwein, SECONDED by Ms. Johnson to amend the Election Committee Terms of Reference as stated below. The motion passed (7-0-1). Mr. Larson abstained.**

Under Terms of Appointment: **“The Election Committees terms of service shall begin upon appointment by the Board of Directors and end when a new election committee is appointed prior to the next annual meeting.”**

Under General Duties there are bullet points A, B and C. Ms. Eberwein added (D) to state the following: **“shall prepare a post-election report to the Board of Directors within six months after the annual meeting with any recommendations for improving the election process”.**

A/R#14 Board of Directors Rules & Regulations: The Board discussed the matter and concluded that this matter will be revisited at the May 18, 2022, Board meeting.

Covenants Appeal Request – 3446 Gunston Road:

- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Johnson to move this matter to Matters for Board Decision. The motion passed unanimously (8-0-0).**

MATTERS FOR BOARD INFORMATION:

May 18, 2022, Agenda Items: Mr. Buchanan requested any additions to the agenda be received prior to the May 18, 2022, Board meeting.

February 2022 Financials: The Board discussed concerns.

MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED By. Mr. Buchanan, SECONDED by Ms. Eberwein, to recess Open Session at 9:13 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. Lisanick, at 9:30 p.m., to extend the meeting 10 minutes to 9:40 p.m. The motion passed (7-1-0). Mr. Buchanan opposed.**

MOTION TO LEAVE EXECUTIVE SESSION:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick to leave Executive Session at 9:42 p.m. The motion passed unanimously (8-0-0).**

ACTION TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Clancy, to authorize management to make staffing adjustments with funds to come from Owners Equity. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Johnson, to authorize management to proceed with the Real Estate Agent discussed in Executive Session. The motion passed (7-1-0). Mr. Bush opposed.**

MOTION TO ADJOURN:

Meeting Adjourned at 9:44 p.m.