

**PARKFAIRFAX CONDOMINIUM  
BOARD OF DIRECTORS  
VIRTUAL MEETING**

**September 21, 2022  
3360 Gunston Road:  
Alexandria, VA 22302**

**ATTENDANCE:**

Directors Present: Scott Buchanan, President; Peter Ferrell, Vice President; Peggy Clancy, Secretary  
Amanda Mullan, Treasurer; Dave Bush, Jeff Lisanick, Marieke Johnson, and Matthew Larson, Directors.

Directors Absent: Claire Eberwein

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

**CALL TO ORDER:**

President Buchanan called the virtual Board meeting to order at 7:00 p.m., with eight (8) members of the Board in attendance. Mr. Buchanan welcomed everyone to the meeting.

**APPROVAL OF THE AGENDA:**

**(R) MOVED by Mr. Buchanan WITHOUT OBJECTION 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 August/September 2022: incidents of larceny in the 3500 block of Valley Drive during the time frame of August 13, 2022, through September 5, 2022; On September 10, 2022, larceny of a vehicle occurred in the 3700 block of Lyons Lane; Honda Air Bag thefts are on the rise again which is a regional issue and happens in Parkfairfax once or twice a year. Ms. Johnson raised the subject matter of excessive speed going down the hill on Martha Custis Drive heading towards I-395. Officer Fromm recommended putting in a request for speed enforcement in that area to address the issues of excessive speed.

Sergeant Jessup reported that the Sheriff's Office is moving forward with opening their facilities to attorney visits etc., while returning to what is considered to be pre-covid standards within the detention center. Sergeant Jessup further reported that the community will soon begin to see the return of work detail inmates performing duties in the community. Sergeant Jessup concluded that the detention center will be going through an audit in October 2022 to ensure that it is meeting the standards of the Department of Corrections (DOC) and the American Correctional Association (ACA). Sergeant Jessup thanked the Board for their time and stated if there are any questions or concerns, he would be happy to address them.

Chief Donald Hayes of the Alexandria Police Department stated that he is making appearances at as many civic associations that will have him to introduce himself to the community as well as to listen and collect information to obtain awareness of where things stand in the city. Chief Hayes reported that crime in the city of Alexandria as a whole is up approximately 6.7% for the year, driven by such activities as grand larceny, larceny of autos, shoplifting, etc. Chief Hayes also shared that currently, the Department is experiencing a shortage in

staff as are looking to hire qualified applicants to fill the vacancies. In response to questions by the Board regarding crime in the area, Chief Hayes reported that the Department has a special investigative task force in place that consists of one sergeant and five officers to address incidents in the community, such as shots fired, gun related crimes, identifying suspects and making arrests, and taking guns off the streets. Chief Hayes thanked the Board for the opportunity to come before them to introduce himself and address their concerns.

**APPROVAL OF THE AUGUST 17, 2022, BOARD MEETING MINUTES:**

- (R) MOVED by Mr. Buchanan WITHOUT OBJECTION to approve the minutes as amended. The motion passed unanimously (8-0-0).**

**RESIDENTS FORUM:** There were no resident comments made.

**COMMITTEE REPORTS**

Covenants Committee: Ms. Johnson reported that the Covenants committee met and reviewed applications and that applicants should be mindful of the terminology primary and secondary locations for HVAC units which could delay their applications if it is submitted as both. Ms. Johnson stated that all applications need to reflect the scope of work that is actually being done on their units.

Manager Maintenance Report: Mr. Foschi provided an update to the Board regarding the new website upgrades and stated that he has received positive feedback from the community. He further updated the Board on the status of the electric panels data collection and stated that he has received approximately 800 responses thus far. Mr. Foschi reported that he has two proposals to present to the Board regarding bidding services for Building #716 for the foundation and façade repairs and construction phase services for 21 high priority buildings tuckpointing.

**MATTERS FOR BOARD DECISION:**

July 2022 Reserve Expenditures:

- (R) MOVED by Ms. Johnson, SECONDED by Mr. Ferrell, to approve the July 2022 Reserve Expenditures in the amount of \$141,165.10 with funds to come from GL 9901.015 Reserve Expenditures. The motion passed unanimously (8-0-0).**

August 2022 Reserve Expenditures:

- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Clancy, to approve the August 2022 Reserve Expenditures in the amount of \$152,764.41 with funds to come from GL 9901.015 Reserve Expenditures. The motion passed unanimously (8-0-0).**

Façade & Foundation Building #716 Proposal:

- (R) MOVED by Mr. Ferrell, SECONDED by Mr. Larson, to approve Walker Consultants to provide construction documents for both partial and full scenarios for foundation and façade repairs and to provide bidding services for Building #716 with funds to come from GL 9114.210 Building Settlement. The motion passed unanimously (8-0-0).**

High Priority Buildings – Façade Proposal:

- (R) MOVED by Ms. Johnson, SECONDED by Ms. Mullan, to approve Walker Consultants to develop construction documents for façade repairs and to perform related bidding, contract preparation, and construction phase services for the 20 High Priority buildings with funds to come from GL 9901.006 Building Tuckpointing. The motion passed unanimously (8-0-0).**

**MATTERS FOR BOARD DISCUSSION:**

Buildings and Utilities Committee (BUC) Laundry Room Closure Recommendations Presentation: On behalf of the Buildings and Utilities Committee (BUC), Mr. James Konkel narrated the presentation provided to the Board regarding Laundry Room Closures and Recommendations. Mr. Konkel shared that there are three phases of the project: Phase 1: Contact and Cost Analysis; Phase 2: Room and Machine Redistribution; and Phase 3: Decommissioned Room Repurposing Recommendations. Mr. Konkel further shared information regarding the committee’s Goals, Principles, Schedules, and Analysis Reviews. Mr. Ferrell thanked Mr. Konkel, Mr. Lunati, and the Committee members for all their hard work on this project. The Board thanked Mr. Konkel for the presentation and stated that this matter will be revisited at the October 19, 2022, Board meeting under matters for Board Discussion. Mr. Buchanan stated that members of the Buildings and Utilities Committee should be present at the October 19, 2022, Board meeting to entertain any questions and/or concerns that the Board may have.

Year End 2022 Financials Update: Mr. Foschi reported that Management is in the process of reviewing the Year End Financials and discovered that there were a lot of invoices which were miscoded. Mr. Foschi continued that Barkan Management made corrections and that many issues have been, and will continue to be, ironed out as a more detailed budget is developed as the Budget season moves forward. Mr. Buchanan assured the community that the Association is in a very strong financial position and that the Board and Management will continue to work to maintain that position. Ms. Mullan added that in this new Budget process, adjustments will be made as to how the budget is structured to include developing better definitions which will be helpful to staff in terms of coding, etc.

Common Element Seating Areas: The Board discussed the matter and provided input and concluded that Management will consult with Ms. Ann McCord, Chair of the Architectural Planning Committee, for recommendations and/or options regarding alternative seating in Parkfairfax and the matter will be revisited at the November 16, 2022, Board meeting for further discussion.

Window Specification Memo: Ms. McCord stated that this matter involves a technical correction to slider windows specifications that need to be amended. Ms. McCord further stated that until the A&PB can go through the replacement window specifications and make revisions, they would like to request that the Board allow owners to use a double hung style where slider styles are not feasible. The Board concluded to move this matter to a decision.

- (R) MOVED by Mr. Bush, SECONDED by Mr. Ferrell, to approve the A&PB’s request presented to the Board concerning an amendment to the specifications for window installations. The motion passed unanimously (8-0-0).**

Smoking in Units: The Board discussed the matter, and Ms. Mullan stated that surveying the community and gathering data to see how many people would support a ban on smoking in the units would be beneficial as to how the Board may move forward on the matter. The Board will revisit this matter at the November 16, 2022, Board meeting for further discussion.

Buildium Online Resident Features: This matter will be revisited at the October 19, 2022, Board meeting.

**MATTERS FOR BOARD INFORMATION:**

October 19, 2022, Agenda Items: Mr. Buchanan requested that any additions to the agenda be received prior to the October 19, 2022, Board meeting.

Ms. Mullan asked the Board Liaisons to remind the Committee's that their budget proposals should be submitted to the Finance Committee by October 11, 2022, and/or to let the Finance Committee know if it's going to take them a little longer to submit their proposals.

**MOVE INTO EXECUTIVE SESSION:**

- (R) **WITHOUT OBJECTION, Mr. Buchanan, MOVED to recess Open Session at 9:25 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 LEAVE EXECUTIVE SESSION:**

- R) **WITHOUT OBJECTION Mr. Buchanan, MOVED to leave Executive Session and adjourn the meeting at 9:30 p.m. The motion passed unanimously (8-0-0).**

**Meeting Adjourned at 9:30 p.m.**