

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**September 20, 2023
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

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

Directors Absent: Peggy Clancy, Secretary

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

CALL TO ORDER:

President Buchanan called the Board meeting to order at 7:02 p.m., with eight (8) members of the Board in attendance. Mr. Buchanan welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) WITHOUT OBJECTION, Mr. Buchanan MOVED to adopt the agenda as amended (Striking Tab#3) by unanimous consent. The motion passed unanimously (8-0-0).**

POLICE REPORT:

The Board discussed initiating a different strategy of reporting from the new Police Liaison once they come on Board. The Board recommended having the Police Liaison submit a report to the Board a week before the Board meeting to allow the Board the opportunity to review the report and follow up on community matters.

APPROVAL OF THE DRAFT AUGUST 16, 2023, BOARD MEETING MINUTES:

- (R) MOVED by Ms. Eberwein, SECONDED by Mr. Bush to approve the August 16, 2023, Board meeting minutes as presented. The motion passed (6-0-2). Ms. Mullan and Ms. Johnson abstained.**

RESIDENTS FORUM:

Homeowner (Mike Rothenberg) shared information regarding the requirements of having terracotta and/or synthetic terracotta roofs to maintain historic preservation. Mr. Rothenberg further stated that Parkfairfax is not restricted to that, and exploring other roofing materials that are aesthetically pleasing and more cost-effective might be beneficial.

Homeowner (Scott Knudsen) shared his concerns regarding water waste in Parkfairfax. Mr. Knudsen stated that he would like to do a pilot project of installing meters on three individual buildings in Parkfairfax. Mr.

Knudsen stated he will attend the next Board meeting in person with additional information regarding cost, etc. Mr. Bush recommended consulting with the Building and Utilities C Committee (BUC) for input and additional information before coming before the Board. This matter will be revisited at a later time.

COMMITTEE REPORTS:

Activities Committee: Ms. Joyce Frank, Chair of the Activities Committee, addressed the proposal submitted to the Board, providing information regarding preparations and budget expectations for the Parkfairfax 80th Birthday Celebration; the Board approved the proposal. Mr. Bush stated that he wanted to give the Board advanced notice that he would be motioning at the appropriate time that Joyce Frank and Scott Mulrooney both get the Outstanding Volunteer of the Year award.

Covenants Committee: Ms. Johnson raised the subject matter of clarification needed regarding whether front patios are permitted. Ms. Buchanan stated that until the Board takes further steps, the standing position regarding front patios is front patios are not permitted, and the Covenants Committee should not be considering them. The Board discussed the matter further and stated that if there is no written specification, then it is not allowed. Mr. Ferrell stated that something illustrated in a more reader-friendly way might be helpful. Ms. Eberwein suggested the Covenants Committee consult with legal regarding the communication clarification, specifically permissive use of language that may be revoked.

Mr. Lisanick raised the subject matter of 72-hour notices going out when work is scheduled to be done. Mr. Foschi will look into the matter.

Finance Committee: Ms. Mullan shared that the Finance Committee is looking for members. Ms. Mullan further shared that she will be providing notice to the community seeking people interested in serving on the Finance committee. Ms. Mullan concluded that the Committee meets on the 1st Thursday of the month at 6:30 p.m.

GENERAL MANAGER'S REPORT:

Mr. Foschi provided updates on topics included in his Management report and addressed questions and concerns from the Board. Mr. Foschi stated that Building #109 is being assessed by Walker Consultants engineers for foundation issues; Mr. Foschi stated that this is on target for the next fiscal year. Mr. Foschi further reported that he has received feedback from several homeowners/residents who are interested in changing and upgrading their panels.

Tuckpointing: Ms. Eberwein raised the subject matter of requesting the Architectural and Planning Board (APB) to get specifications for color matches for the materials used. Mr. Foschi will look into the matter.

Valley Drive – Trespassing: Ms. Eberwein stated that looking at the long-term use of that area may be beneficial, whether any of the uses of that area should continue, and if so, how? Mr. Buchanan recommended that this be submitted for a future agenda item for discussion.

Ting Internet Service Proposal: Mr. Bush suggested holding a town hall meeting for community input on the matter.

Fascia Boards: Ms. Eberwein shared the idea of program suspension of fascia boards until the roofing project gets underway to prevent removing and having to replace them again. Mr. Foschi will check into the matter and provide additional information.

Committee Chair Budget Schedule: Ms. Mullan shared that she will be sending out the budget schedules to the Committee Chairs as soon as possible.

MATTERS FOR BOARD DECISION:

July 2023 Reserve Expenditures:

- (R) MOVED by Ms. Mullan, SECONDED by Mr. Bush, to approve the July 2023 Reserve Expenditures in the amount of \$258,387.49 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (8-0-0).**

Laundry Service Contract & Laundry Rooms Confirmation: Mr. Buchanan stated that the goal for tonight regarding this matter is choosing the partner that Parkfairfax will work with going forward to provide laundry services. Mr. Foschi provided input on the matter. After further discussion, the Board proceeded to vote on the matter as follows:

- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Johnson, to approve a contract with Caldwell & Gregory for the provision of laundry services for Parkfairfax Condominium Association as submitted with the following changes: Striking the final three sentences of the Exclusivity Section of the contract and all through the hours of minimum availability from 8:00 am - 10:00 pm. The motion passed unanimously (8-0-0).**

Mr. Foschi will provide the final contract to the Board for signature and execution, as well as the final list of laundry rooms for the Board to review.

MATTERS FOR BOARD DISCUSSION:

Roofing Scope of Work with Materials Selections: Mr. Buchanan opened the discussion by sharing some of the important aspects of how the Board will proceed, such as selecting the two high-priority buildings for prototype purposes, selection of materials, i.e., terracotta, synthetic, or other materials, etc. The Board also discussed doing one building with terracotta materials and the other with synthetic materials, which will provide the needed data to assist with final selections moving forward. After further discussion, the consensus of the Board is to move forward with the pilot project for the two high-priority buildings to be done one with terracotta materials and the other with synthetic materials to have comparable buildings, then get specifications and solicit proposals. Both buildings are to be selected from the high-priority list after internal attic inspections are performed.

AR #15 – Community Room Usage and Rental: Mr. Buchanan directed the Board’s attention to the draft he provided that includes the changes that were discussed at the August 2023 Board meeting. After further discussion, the Board concluded that further review is needed, and the Board will vote on the matter via email. The matter will be revisited in January 2024 for a decision upon the adoption of the Budget.

Parking Issues – Ward 1: Ms. Eberwein raised the subject matter of appealing to the city for the full removal of on-street parking restrictions at Charles Barrett School. Ms. Eberwein recommended going before the Traffic and Parking Board to address the issue. Ms. Eberwein further stated as part of the record, she could create a

record of all communications with the school system. Ms. Eberwein continued that she would draft a letter for President Buchannan's signature on behalf of the Parkfairfax Board of Directors requesting the removal of on-street parking restrictions at Charles Barrett School. After further discussion, the Board, without objection, agreed to move forward on the matter.

Playground Survey: Ms. Eberwein directed the Board's attention to the Parkfairfax Playground Survey. Ms. Eberwein stated that the map will be redrawn to reflect 9 tot lots in total that will be renumbered appropriately. The Board discussed the matter, and the general Board consensus is to move forward with the survey.

MOTION TO EXTEND THE MEETING:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to extend the meeting ten minutes to 9:40 p.m. The motion passed unanimously (8-0-0).**

Swimming Pool Working Group: This matter will be placed on the October 18, 2023, Board meeting agenda for further discussion and possible decision. Ms. Eberwein stated this matter may benefit from an Ad Hoc Committee.

MATTERS FOR BOARD INFORMATION:

October 18, 2023, Agenda Items: Mr. Buchanan requested that any additions to the agenda be submitted before the October 18, 2023, Board meeting.

MOVE INTO EXECUTIVE SESSION:

- (R) WITHOUT OBJECTION Mr. Buchanan, MOVED, to recess Open Session at 9:34 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 at 9:40 p.m. The motion passed unanimously (8-0-0).**

MOTION TO ADJOURN THE MEETING:

- R) WITHOUT OBJECTION Mr. Buchanan, MOVED to adjourn the meeting at 9:40 p.m. The motion passed unanimously (8-0-0).**

Meeting Adjourned at 9:40 p.m.