

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
VIRTUAL MEETING**

**February 21, 2024
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

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

Directors Absent: Matthew Larson, Director

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 7:00 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, with the item related to the rear lighting moved to executive session.**

APPROVAL OF THE DRAFT JANUARY 21, 2024, BOARD MEETING MINUTES:

Approval of the January 21, 2024, Board meeting minutes has been moved to the March 20, 2024, Board of Directors meeting.

RESIDENTS FORUM:

Homeowner (Yvonne Zecca) requested that the Board have Management investigate the chemicals that the Lawn Care company is using on Parkfairfax's lawns as to whether they are unhealthy to residents and/or dogs, etc. Ms. Zecca stated that healthy dogs have contracted a form of cancer and passed away in the last year. [**Mr. Buchanan stated that the Board is moving further and further away from the use of chemicals on an ongoing basis. Management will look into what chemicals are being used.**]

Homeowner (Starr Newlon) provided a statement before the Board requesting the Covenants Committee to revisit the approval of Unit #3258's exterior light application. Ms. Newlon continued that her concerns are that the new lights directly impact Unit #3260. Ms. Newlon asked the Board to assist her in having the lights stop shining into Unit #3260.

Homeowner (Mike Rothenberg) raised the subject matter of possible quiet times for adults at the pool, which should be included in the survey. [**Mr. Buchanan stated that legally there are some meaningful restrictions to implementing age-based access to the pool.**]

Homeowner (Marsha Trick) shared that she is very appreciative of having an EV Charging Station(s) in the community.

Homeowner (Anne Marie Castrovinci) thanked the Board for their service and asked if the information regarding delinquent homeowner fees and the selling of units is public information, as to who, how many, and the amount of money that is delinquent to the Association, and how the Board collects those fees. [**Mr. Buchanan stated that information is included in the budget and is noted as a line item of monies that is uncollected/outstanding to the Association. Mr. Buchanan also shared steps that are taken regarding collection processes. Mr. Buchanan added that all unit sales are required by law to inform the Association of the sale.**]

Homeowner (Karen Terry) stated that she agrees with initiating quiet hours for adults at the Parkfairfax Pool(s).

Homeowner (Lisa Harger) commented on two items in the Board Packet: #1 -- the pool survey, she stated she didn't understand question #19. #2 – the holiday decorations update, “**holidays**” seems kind of vague, it is said that the holiday ends January 9th, but I have seen Valentine’s Day and Saint Patrick’s Day decorations up; so, you might want to be more specific. Ms. Harger further commented on the seating areas – the policy in place is not being enforced, so how is setting up this policy going to help matters?

COMMITTEE REPORTS:

Recreation Committee: Mr. Lisanick shared he received an email from Recreation Committee Chair, Mr. Paul Freedman, requesting \$300 for some music to be played on Movie night.

Activities Committee: Ms. Clancy shared with the Board some suggestions from the Activities Committee for the use of the community room for possible discussion at the March 20, 2024, Board meeting.

Finance Committee: Ms. Mullan stated that the Finance Committee inquired if there is a way to offset the capital gain tax by taking a look at the improvements that were made to the unit. She further stated that this is something the Association should look into further.

Elections Committee: Mr. Buchanan stated that the committee wanted to express thanks to everyone who attended the Townhall meeting that took place. “**Thank You**”

Committee Reports: Ms. Johnson shared that more committees should consider providing reports to the Board in advance of the Board meetings. Ms. Johnson suggested a template and/or guiding link for Committee/Committee Chairs to follow as to what sort of things the Board is looking for.

Landscape Committee: Mr. Bush thanked the committee for the Spruce for Spruce Island, which is now Washington Island. Ms. Robin Davis, Chair of the Landscape Committee, stated that the cost of the tree, including installation, is under \$5,000 and that the holly is being relocated near the entrance to I-395.

GENERAL MANAGER'S REPORT:

Parkfairfax Sign Removal: Mr. Foschi requested Board approval to remove and relocate the Parkfairfax sign located on the island in front of Charles Barrett School and relocate it to the 600 buildings, creating a new focal point. After further discussion, Without Objection, **Board consensus and approval were provided to Management to move forward with the removal and relocation of the sign.**

Ting & Verizon Proposed Installation Plan: Mr. Foschi directed the Board's attention to the plan submitted by Ting & Verizon to install equipment throughout Parkfairfax to provide internet services to the community. Mr. Foschi continued that he would bring in representatives for a presentation before the Board to address any questions and/or concerns the Board may have.

Registration & Access Cards Plan: Mr. Foschi shared his plans to tidy up the registration process to ensure that the right data is gathered. Mr. Foschi proposed to the board implementing a new system called the "Wait Room Log System" and stated that this registration and access system will provide access to the maintenance yard, the three (3) pools, the gym, and the community room, which at a later time could also be extended to the laundry rooms; this system will be accessed through filling out a form for data purposes, as well as an app on your phone. The Board provided input on the matter. Mr. Foschi stated that he has requested cost proposals to be provided to the Board upon receipt.

Reserve Study Cost: Mr. Foschi revisited the matter and stated that the cost of a new Reserve Study would be \$20,000.

109-111 Building Foundation: Mr. Foschi shared that plans to begin mobilization to Buildings #111 & #109 will begin approximately the first week of March 2024; the dates will be confirmed the last week of February 2024.

MATTERS FOR BOARD DECISION:

December 2023 Reserve Expenditures:

- (R) MOVED by Ms. Mullan, SECONDED by Ms. Johnson, to approve the December 2023 Reserve Expenditures in the amount of \$328,661.83 with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (8-0-0)**

Preliminary Adoption of the FY 2025 Draft Budget: Ms. Mullan provided an overview of what is included in the FY-2025 Draft Budget, which is the selling of two (2) units owned by the Association (1-bedroom & 3 bedroom), with the net income going directly into Reserves. It also includes increases in fees based on inflation that were discussed in the budget workshop, increased income projections on the community room, and the reduction of \$200,000 from Reserve Contributions. The Board members provided their input/feedback on the FY-2025 Budget. Mr. Jeff Lisanick stated his disagreement with the original motion and proposed the following amendment. Before that amendment can be heard a motion must be heard to call the question.

- (R) MOVED by Ms. Mullan, SECONDED by Ms. Clancy, to call the question on the request to amend the underlying motion. The Motion failed (4-4-0). Mr. Bush, Ms. Eberwein, Mr. Ferrell, Ms. Mullan (voted Yes). Mr. Buchanan, Ms. Clancy, Ms. Johnson, Mr. Lisanick (voted No).**

Mr. Buchanan stated for clarification purposes, the motion in front of us is to amend the underlying motion, and that would limit the selling of units, reduce the condo fee to a 4.5% increase, and based upon my rough math, would cut off reserve contributions by approximately \$1 million, which means the reserve balance would decrease next year by more than \$1 million. After further discussion, the Board proceeded with the original motion as follows:

- (R) MOVED by Mr. Lisanick, SECONDED by Mr. Bush, to approve the preliminary FY2025 Draft Budget with a 4.5% increase in assessments without selling units, and the difference in the budget will be made up by taking reserve money contributions. The Motion failed (1-7-0). Mr. Bush, Ms. Clancy, Ms. Eberwein, Mr. Ferrell, Ms. Johnson, Ms. Mullan, and Mr. Buchanan opposed.**

The Board proceeded with the original motion as follows:

- (R) MOVED by Ms. Mullan, SECONDED by Ms. Clancy, to approve the preliminary FY2025 Draft Budget with an increase in assessments of 7.1% with all changes, expenditures, and transactions contemplated therein. The motion passed (6-2-0). Mr. Lisanick and Mr. Bush opposed.**

Deferred Assessment Resolution:

- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Johnson, that The Association elects to apply all or part of the excess assessment income to the following year's assessments and that such final amount shall be at the Board's discretion. The motion passed unanimously (8-0-0).**

Building #716 Change Order:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Eberwein, to approve Walker Consultants Building 716 Change Order in the amount of \$59,396 with funds to come from GL 9114.210 Building Settlement. The motion passed unanimously (8-0-0)**

[Mr. Ferrell left the meeting at 8:46 p.m., bringing the number of Board members present to seven (7).]

MATTERS FOR BOARD DISCUSSION:

AR #2 – Holiday Decorations Update: Mr. Buchanan requested the Board's review of the amendments made to the policy and to provide feedback. The matter will be revisited at the March 20, 2024, Board of Directors meeting.

Ting/Verizon High-Speed Internet Plan: Mr. Foschi provided information regarding the project. The Board discussed the matter and decided to acquire legal counsel's recommendation(s) on the submitted plan, as well as schedule meeting(s) with Verizon and Ting, once the Board has a timeline, to allow them the opportunity to provide information and address any questions and/or concerns from the Board. The matter will be revisited at the March 20, 2024, Board of Directors meeting.

AR#17 – Selection and Presentation of Association Awards: Mr. Buchanan directed the Board attention to the updated language in the policy regarding the presentation of awards. Mr. Bush stated that the option to

give awards to non-residents should be included. Mr. Buchanan requested that the Board review the amendments and provide any input. The matter will be revisited at the March 20, 2024, Board meeting.

Seating Areas: Ms. Eberwein spoke to the subject matter of seating areas/front patios that have sprung up all over the community. Ms. Eberwein stated that one way to address this is to amend the policy and strike the language under Furniture, allowing outdoor lawn furniture and replace it with “**no furniture allowed**”. Ms. Eberwein stated that this has been going on for 30 years and we are now receiving tons of complaints. Mr. Bush stated the matter boils down to enforcement. The Board will revisit the matter.

Pools and Recreational Courts Survey: Mr. Buchanan requested the Board review the survey and provide any edits, suggestions and/or changes, and submit them to him for input. The matter will be revisited to finalize the survey and possibly submit it to the community.

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Ms. Johnson, to extend the meeting at 9:30 p.m., by 30 minutes. The motion passed (6-1-0). Mr. Bush opposed.

MATTERS FOR BOARD INFORMATION:

March 20, 2024, Agenda Items: Mr. Buchanan requested that any additions to the agenda be submitted before the March 20, 2024, Board meeting.

MOVE INTO EXECUTIVE SESSION:

- (R) **WITHOUT OBJECTION** Mr. Buchanan, **MOVED**, 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 (7-0-0)

MOTION TO LEAVE EXECUTIVE SESSION:

- R) **WITHOUT OBJECTION** Mr. Buchanan, **MOVED** to leave Executive Session at 10:00 p.m. The motion passed unanimously (7-0-0)

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Johnson, to deny a request to revisit a Covenants Committee’s decision as discussed under Tab #7. The motion passed unanimously (7-0-0).

MOTION TO ADJOURN THE MEETING:

- R) **WITHOUT OBJECTION** Mr. Buchanan, **MOVED** to adjourn the meeting at 10:00 p.m. The motion passed unanimously (7-0-0)

Meeting Adjourned at 10:00 p.m.