

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
MEETING**

**March 20, 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, Matthew Larson, and Jeff Lisanick, Directors.

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 nine (9) 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. The motion passed by unanimous consent (9-0-0).**

APPROVAL OF THE DRAFT JANUARY 17, 2024, BOARD MEETING; JANUARY 20, 2024, BUDGET WORKSHOP MEETING; AND FEBRUARY 21, 2024, BOARD MEETING MINUTES:

- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Johnson, to approve the January 17, 2024, Board Meeting Minutes as presented in the Board Packet with the redline. The motion passed unanimously (8-0-1). Scott Buchanan abstained.**
- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Mullan, to amend the original motion to approve the January 20, 2024, Budget Workshop Meeting Minutes with the amendment to add the following language provided by Mr. Lisanick: “*Mr. Buzby [in his opinion] stated that selling units is the same as a special assessment*”. The motion passed (8-0-1). Mr. Buchanan Abstained.**
- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Mullan, to approve the January 20, 2024, Budget Workshop Meeting Minutes as amended by Ms. Mullan. The motion passed unanimously (9-0-0).**
- (R) **WITHOUT OBJECTION The February 21, 2024, Board Meeting Minutes will be revisited at the April 24, 2024, Board meeting.**

RESIDENTS FORUM:

Homeowner (Scott Mulrooney) addressed the Walker Consultants report dated February 29, 2024, in reference to the roofing project and stated the importance of Walker Consultants performing a thorough investigation of all the buildings and spaces as well as thoroughly inspecting the interior of each roof.

Homeowner (Lisa Harger) revisited the issue of the Seating Areas, stating that she would like to suggest that the existing policy be enforced, which is, that there are no front seating areas. Ms. Harger raised the subject matter of the pool hours and suggested alternating days to make it easier for everyone who wants to go to the pool; and further suggested keeping the pools open a little longer in September 2024, until after Labor Day.

Homeowner (Scott Knudson) raised concerns about the Landscape Committee's proposal to substitute a Native American Holly tree for a non-native Norway spruce that is on track to be planted on Washington Island. Mr. Knudson suggested planting the tree in March of 2025 giving it a whole extra month to get acclimated to the spot before the hot summer arrives. Mr. Knudson provided information regarding the anonymous donor of the tree.

Homeowner (Starr Newlon) raised the subject matter of the Covenants Committee Review of Unit #3250 lighting. Ms. Newlon asked, since the Board denied her request, what resolution of this nuisance can they provide since it is negatively impacting her unit. Ms. Newlon revisited a request that she submitted to see an email that was sent. ***Mr. Buchanan responded that he would look into the email request and provide an answer. Mr. Buchanan further responded that the Association has reached its terminus point in the activity of this matter and that any next steps would have to be resolved amongst Ms. Newlon and her neighbors.***

Homeowner (Mike Rothenberg) inquired what the contract price was on the sale of 1407 Martha Custis Drive (3-bedroom). Mr. Rothenberg also asked what the cost differences would be with the present access control system versus others; and was any other access control vendors asked to submit a bid. ***Mr. Buchanan responded that the transaction has not been completed on the sale of the unit and as soon as that transaction closes, it will then become a matter of public record.***

Homeowner (Kristen Mowery) reiterated Ms. Hargers' statement that the recommendation from the A&PB committee regarding seating areas was to not pick up the specification. Ms. Mowery recommended that the Lions Lane pool hours be from 12 noon – 9 p.m.; and the Coryelle Lane pool hours be from 8:00 a.m. – 3:00 p.m., to cover all slots of the day for all swimmers. Ms. Mowery shared her concerns, stating why are we moving a tree that is perfectly established and in a good position.

COMMITTEE REPORTS:

Finance Committee: Ms. Mullan asked/encouraged the Board to allow the Finance Committee to formally work with Mr. Foschi on the Reserve Study process. HEARING NO OBJECTION, the Board approved Ms. Mullan's request.

Elections Committee: Ms. Clancy shared that the committee asked her to express their thanks to all the Board Members who attended the Meet the Candidates event and that they appreciate all the support that the Board has given them.

Activities Committee: Mr. Buchanan raised the subject matter regarding some recommendations/potential changes in the community room that seem to be reasonable. Mr. Buchanan stated that these recommendations should be deferred to Management in the course of their spending authority to assess and determine whether they are cost-effective. Ms. Eberwein recommended that both Anne Wheaton and Anne McCord (A&PB) have input on the suggested recommendations for the purpose of esthetic consistency.

Recreation Committee: Mr. Lisanick shared that Mr. Friedman, Chair, of the Recreation Committee, reiterated his request to have music at the movie night and that he will be asking for an additional \$300, which would greatly add to the event.

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.

Communications Committee: Mr. Larson reported that the communication survey has come back, and we have the data we need, and it has been inputted into Survey Monkey. Mr. Larson continued that the Committee will be meeting next Thursday, March 28, 2024, to review it and he will be asking the Committee to provide the Board with the actual recommendations based on that survey. Mr. Larson stated that he would like to add this to the April 24, 2024, Board meeting Agenda under Discussion. Mr. Larson added that the Dash service is looking to reduce the 104-bus service from every 30 minutes to every 60 minutes, and it's going before the Transportation Commission tonight; Mr. Larson recommended requesting Mr. Bob Gronenberg's assistance in the matter.

Covenants Committee: Mr. Bush shared that the 3712 Lyons Lane painting is in progress.

Committee Reports: Ms. Johnson revisited the matter of the template for Committee reports and stated that she is working on that. Ms. Johnson stated that it would be beneficial to have a list of items that the Board would like to see.

Landscape Committee: Ms. Robin Davis, Chair of the Landscape Committee, provided an update regarding replacing the Nellie Stevens Holly on Washington Island. Ms. Davis shared the holly is a donation from an anonymous donor and due to various issues, the window was missed to have it dug (today was the last day). The cost saving of approximately \$3,000; and it would have to be placed next year instead of this year. Ms. Eberwein added that a beautiful location has been found for the Nellie Stevens on Washington Island near the 395 entrance and further stated that the goal is to get large trees in areas that are focal points. Ms. Eberwein also stated that she would like the Landscape Committee to come up with a plan for both trees. After further discussion and input, it was concluded that the Landscape Committee will decide how to use the Spruce, the Holly, and the Nellie Stevens, and provide that information to the Board at a later time. Mr. Dave Bush stated that on a non-anonymous basis, he would be happy to put up the \$1,300 for a Blue Spruce, if it becomes necessary. Mr. Buchanan stated that the Landscape Committee will look at options and provide recommendations for the trees and the matter will be revisited in late July or early August 2024.

GENERAL MANAGER'S REPORT:

Parc East EV Charger Access: Mr. Foschi directed the Board's attention to the matter of the EV Charger Access, to allow Parc East residents to register under the Parkfairfax umbrella. This allows for accurate record keeping and the cards will be deactivated after one year if not renewed. Ms. Eberwein recommended revisiting this next year based on usage to ensure that Parkfairfax residents are getting access to the charging stations. Mr. Buchanan stated **WITHOUT OBJECTION**, Management can proceed with the proposal as presented.

Ms. Eberwein proposed that when the pool survey is received, questions regarding the volleyball courts be removed from the survey since some decisions have already been made by Management based on usage. Mr. Larson asked that consideration be made to resurfacing said courts to formal pickleball court(s).

Roof Pilot Project – Management and A&PB Committee Role Definition: Mr. Bush directed the Board’s attention to Management’s request for input and clarification from the Board to define the roles of Management and the A&PB Committee moving forward. Mr. Buchanan stated that the General Manager should be fully responsible for this project and consult with people as needed. Ms. Eberwein, as Liaison to the A&PB Committee, requested that she be included in scheduled meetings. Mr. Buchanan stated **WITHOUT OBJECTION**, Management has the power to be in control of the Roof Pilot project/study and shall seek at their discretion guidance from the committee or other professional contractors or consultants as needed.

MATTERS FOR BOARD DECISION:

December 2023 Reserve Expenditures:

- (R) MOVED by Ms. Mullan, SECONDED by Ms. Johnson, to approve the January 2024 Reserve Expenditures in the amount of \$158,028.35, with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (9-0-0)**

Touchless Access Control Proposal: Mr. Foschi provided an overview of the Touchless Access Control Proposal for Parkfairfax Condominiums. Mr. Foschi stated that upgrading the access system is directly tied to the Association’s need to gather more accurate and updated resident data. The Board provided their input on the matter. After further discussion, will provide management with additional questions and/or concerns, and the matter will be revisited via email upon receipt of Management responses to the Boards questions or at the April 24, 2024, Board meeting, for possible decision.

Final Approval of the FY2025 Budget: Board members provided their final comments and/or revisited previous comments.

President Scott Buchanan provided his comments as follows: I want to thank Amanda Mullan; Francisco Foschi; and the Finance Committee; we have all worked very hard, not only on this budget, but on the 5-year budget plan that will be a roadmap to help stabilize the condo fees. This budget is the result of months of hard work, Budget workshops, behind-the-scenes efforts, lots of meetings, and going line by line to find efficiencies while also providing services. I find it deeply concerning that members of this Board would engage in propaganda stunts to criticize decisions and Board processes that they largely did not participate in, nor did they produce any meaningful suggestions or proposals to reduce the expenditures of the Association, except for a last-minute proposal after months of working on the budget to slash the condo fees by reducing the Reserves by \$1 million, which we know would put this Association in a seriously poor financial position. Mr. Buchanan stated to the community not to rely upon mischaracterizations from some Board members who have not participated in good faith in this process. Mr. Buchanan further stated that the Reserve Study makes clear the work that needs to be done, regardless of strategy, and we need to have that money in Reserves when the time comes, or we would fail to perform our fiduciary duties. In conclusion, Mr. Buchanan encouraged owners to read the truth and not some silly pamphleteering that does not reflect the hard work this Board has done.

- (R) MOVED by Ms. Mullan, SECONDED by Ms. Clancy, to approve the FY 2025 Budget with a 7% increase in Assessments over the level of Assessments in FY 2024. The motion passed (7-2-0). Mr. Bush and Mr. Lisanick opposed.**

Additional Pet Application – 1552 Mt. Eagle Place:

- (R) **MOVED** by Mr. Buchanan, **WITHOUT OBJECTION** a motion to approve an additional pet at 1552 Mt. Eagle Place passed unanimously (9-0-0).

AR#17 – Selection and Presentation of Association Awards:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Clancy, to approve the revised Administrative Resolution #17, Selection and Presentation of Association Awards. The motion passed unanimously (9-0-0).

Resolution for the Sale of 1407 Martha Custis Drive:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Mr. Buchanan, to approve the Resolution for the Sale of 1407 Martha Custis Drive. The motion passed unanimously (9-0-0).

2024 Pool Management Contract: Ms. Eberwein placed a recommendation to pass the Pool Management Contract as presented with the current hours and rely on data from the pool survey for any changes to go into effect next year.

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Johnson, to approve a 1-year pool management contract with High Sierra Pools at a cost of \$153,700, with funds to come from GL 6547.000. The motion passed unanimously (9-0-0).

Annual Meeting Awards:

- (R) **MOVED** by Ms. Clancy, **SECONDED** by Ms. Johnson, to give the “Outstanding Service Award” to the Elections Committee. The motion passed unanimously (9-0-0).
- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Lisanick, to give the “Outstanding Service Award”. To Scott Mulrone and Joyce Frank. The motion failed (2-7-0). Mr. Buchanan, Ms. Clancy, Ms. Eberwein, Mr. Ferrell, Ms. Johnson, Mr. Larson, Ms. Mullan opposed.
- (R) **MOVED** by Mr. Ferrell, **SECONDED** by Ms. Johnson, to give the “Outstanding Service Award”. To the Activities Committee and the A&PB Committee. The motion passed unanimously (9-0-0).

Pool & Recreational Courts Survey:

- (R) **MOVED** by Ms. Eberwein, **SECONDED** by Ms. Mullan, to approve the Pool and Recreational Courts Survey striking #'s 11, 12, & 13 from the Recreational Sports Section of the survey which deals with volleyball courts. The motion passed unanimously (9-0-0).

MATTERS FOR BOARD DISCUSSION:

AR#2 – Holiday Decorations Update: Mr. Buchanan provided comments on the Policy. After further discussion by the Board. This matter will be revisited.

Seating Areas: Ms. Eberwein stated that there are items in the policy that the Board needs to debate/decide on. The Board will review the policy and the matter will be revisited at the April 24, 2024, Board meeting.

USP Program Update: Mr. Foschi provided an update on the proposed Maintenance & Repairs Schedule fees (formerly known as USP Program). He stated that the information provided is to show what services are offered.

MATTERS FOR BOARD INFORMATION:

April 24, 2024, Agenda Items: Mr. Buchanan requested that any additions to the agenda be submitted before the April 24, 2024, Board meeting.

MOVE INTO EXECUTIVE SESSION:

- (R) **WITHOUT OBJECTION Mr. Buchanan, MOVED, to recess Open Session at 9:24 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 (9-0-0)**

MOTION TO EXTEND THE MEETING:

- (R) **MOVED by Mr. Lisanick, SECONDED by Ms. Johnson, to extend the meeting by 15 minutes until 9:45 p.m. The motion passed (9-0-0).**

MOTION TO LEAVE EXECUTIVE SESSION:

- R) **WITHOUT OBJECTION Mr. Buchanan, MOVED to leave Executive Session at 9:45 p.m. The motion passed unanimously (9-0-0)**

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED by Mr. Buchanan, WITHOUT OBJECTION, the Board approved the personnel matter as discussed in Executive Session. The motion passed by unanimous consent.**

MOTION TO ADJOURN THE MEETING:

- R) **WITHOUT OBJECTION Mr. Buchanan, MOVED to adjourn the meeting at 9:45 p.m. The motion passed unanimously (9-0-0)**

Meeting Adjourned at 9:45 p.m.