

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS
MEETING**

**May 15, 2024
3360 Gunston Road:
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Mulrooney, President; Mike Rothenberg, Vice President; Dave Bush, Treasurer; Scott Buchanan, Amanda Mullan, Matthew Larson, Jeff Lisanick, Jim Wicker, and Robin Davis, Directors.

[Ms. Robin Davis was elected to the Board later in the meeting bringing the number of Board members present to nine (9)].

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

CALL TO ORDER:

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

APPROVAL OF THE AGENDA:

Mr. Rothenburg requested that a discussion item be added to the agenda regarding water usage, the Board discussed the request, and it will be added to the June 26, 2024, Board meeting Agenda Under Matters for Board Discussion.

**(R) MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to approve the agenda as presented.
The motion passed unanimously (8-0-0).**

POLICE REPORT:

Sargeant Santos introduced himself and stated that he was the new Police Liaison for Parkfairfax. Sargeant Santos reported there were five (5) reported incidents throughout Parkfairfax last month; two computer-related frauds; a destruction of property (someone trying to enter a vehicle); a vehicle was stolen from the property (the vehicle was started up using a USB port); and a noise complaint. Sargeant Santos further reported that compared to this time last year, there has been a 20% increase in larcenies and an uptick in crime overall throughout the city, so please be vigilant and lock your cars, and do not leave items in your car visible.

Lieutenant Mark Jessup, Alexandria Sherriff's Office shared greetings from Sherriff Sean Casey and the Department. Lieutenant Jessup further shared that the Department is in the process of recruiting new sheriff's deputies. Lieutenant Jessup stated he would provide Ms. Cross with the Sheriff's Department's monthly bulletin to share with the community which includes information regarding free lock safes for weapons in the home as well as safes for prescriptions which can be picked up at the Sheriff's office.

APPROVAL OF THE APRIL 24, 2024, BOARD MEETING MINUTES:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Larson, to table the approval of the April 24, 2024, Board meeting minutes, to be edited and structured into the normal format, to be revisited for approval at the June 26, 2024, Board meeting. The Motion passed (6-2-0). Mr. Bush and Mr. Rothenberg opposed.**

RESIDENTS FORUM:

Homeowner (Susan Cox) shared congratulations to the new Board of Directors. Ms. Cox stated she would like to share two points; 1) watch with whom you align; and 2) Ms. Cox shared her thoughts/concerns regarding the condo fees, expenses, deciding on roof tiles, landscape plans, projects, personal agendas, and insurance costs. etc. Ms. Cox concluded that our job is to honor Fiduciary responsibilities. Remember, you cannot undo a year's worth of poor decision-making and expensive planning in one budget meeting in February. Thank You.

Homeowner (Karen Elsbury) shared belated congratulations to all of the new Board members. She also shared concerns regarding disparaging practices to include social media posts and a request that she resign from the Elections committee. Ms. Elsbury shared she looks forward to seeing how the Board can come up with a budget to reduce condo fees while keeping up the challenges of maintaining this 80-year-old property.

Homeowner (Lisa Harger) provided statements regarding AR#43, stating that it is not just Facebook that is the problem it is also Next Door, and that when you join a Board you agree to give up certain personal privileges in favor of the Association.

COMMITTEE REPORTS:

Landscape Committee: Ms. Robin Davis, Chair of the Landscape Committee, provided highlights of the committee's activities: June 2024 is Gardens in the Park month which will take place in partnership with the Activities Committee's Home and Garden Tour, which includes the Landscape Café over by the Coryell Pool. Ms. Davis also provided information regarding the annual tradition of the Tree Walk and Turtle Walk. Ms. Davis further reported that the Committee will be taking a look at tree removal as well as working with Management on upcoming projects.

Covenants Committee: Mr. Buchanan reported the Covenants Committee met and had an extensive agenda to include 4 or 5 HVAC installations. Mr. Buchanan sought clarification from the Board regarding a retaining wall or decorative border on a patio that involves the use of mortar, and that his understanding of AR#2 is that unless the association installs the retaining wall, owners are not allowed to use mortar on any wall that they install themselves. The Board agreed that this is accurate.

Activities Committee: Ms. Mullan reported the Activities Committee has two events coming up before the June 26, 2024, Board meeting; on Saturday, May 25, 2024, from 12-2:00 p.m., Snow-Cones by the pool to celebrate the opening of the Martha Custis Pool (and all the pools); and on Saturday, June 8, 2024, from 1-5:00 p.m., (rain date June 9, 2024) the 2024 Home and Patio Tour will take place.

GENERAL MANAGER'S REPORT:

Ward Two Painting Project: Mr. Foschi directed the Board's attention to the three proposals included in the Board Packet; Williams Professional Painting, Palmer Brothers, and My Painter. Mr. Foschi stated his recommendation is to go with Williams Professional Painting, they are a quality company, and their bidding is way lower. Mr. Foschi stated this matter will be revisited under Matters for Board Decision.

Reserve Study: Mr. Foschi reported that bids have been requested from four (4) engineering companies, once all bids are received, Management will review them and present a summary to the Board along with recommendations.

Tree Branches Brushing Roofs Update: Mr. Foschi reported that due to the number of trees that are overgrowing roofs, Management's recommendation is to approach this project by Wards, starting with Ward 1 as a pilot. Ms. Mullan inquired about the budgeting of this project. Mr. Foschi stated that decisions will be made with consideration to the tree maintenance budget as well as the concentration area(s) based on priority. Mr. Foschi continued that he is working with Robin Davis and a landscape designer to present a design to the Board that includes stormwater management. Mr. Larson requested that Mr. Foschi provide the Board with some education materials on reserve studies.

Change of Wood Trim Project Scope of Work: Mr. Foschi provided information and clarification and addressed questions from the Board regarding the project.

PRESIDENTS REPORT:

Legal Counsel's Request: Mr. Mulrooney stated that going forward if The Board/ Board Members have questions or concerns to be addressed by Legal Counsel please send them to him to be forwarded to Legal Counsel as a compilation instead of piecemeal.

Task Force: Mr. Mulrooney stated that he will be forming a task force called the Roofing Task Force of various people within the community and staff to look at some of the outstanding decisions regarding the pilot re-roofing program. The Board discussed the matter and provided input. Mr. Mulrooney will present some informational material regarding the Task Force to be included in the June 26, 2024, Board package.

Roofing Materials: Mr. Mulrooney distributed information to the Board regarding the pricing of roofing materials, i.e., terracotta or synthetic. Mr. Mulrooney stated the numbers are updated numbers as of last week. Mr. Mulrooney stated this is for informational purposes.

TREASURER'S REPORT:

Mr. Bush reported that the finances are in excellent shape. Mr. Bush further reported that once the final Audit is done the Association may have a surplus of approximately \$200,000. Current reserves (restricted reserves) are now \$6.8 million, Money Market \$2.8 Million; \$2.9 in Laddered CDs; (Mr. Bush requested that a monthly financial report regarding the CDs be included in the Board Packet going forward); over \$1.4 Million in cash; over \$1.1 Million in unappropriated funds, totaling close to \$8 Million in Reserves; and the Capital Project Fund stands at approximately \$81,000. Mr. Bush added that the paperwork for new signatories is on the way.

MATTERS FOR BOARD DECISION:

Ward Two Board Vacancy Appointment:

- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Mullan, to appoint Robin Davis as the Ward Two Board Representative for the Board term of May 2024 to April 2025. The motion passed (5-3-0). Mr. Bush, Mr. Lisanick, and Mr. Rothenberg opposed.**

[Appointing Ms. Robin Davis to the Board, brings the number of Board members present to nine (9)].

March 2024 Reserve Expenditures:

- (R) **MOVED by Ms. Mullan, SECONDED by Mr. Buchanan, to approve the March 2024 Reserve Expenditures in the amount of \$380,052.87, with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (9-0-0).**

Ward Two Painting Project:

The Board discussed the matter to include negotiating prices that may include a 10% discount. After further discussion the Board proceeded to vote on the motion as follows:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Rothenberg, to approve the Painting Proposal submitted by Williams Professional Painting at a cost of up to \$220,000, with funds to come from GL 6562.0000 Painting Contract with the requirement that management specify the specific paint that we have approved, take efforts to reduce the carpentry costs and ensure that there are no potential impacts to the Association of the inventory management. The motion passed (8-1-0). Mr. Bush opposed.**

MATTERS FOR BOARD DISCUSSION:

Communications Committee Recommendations: Mr. Mark Lamont, Communications Committee Chair, shared a recommendation to hire a Communications Director/Manager to oversee and manage Parkfairfax communications. After further discussion, the Board consensus is to move forward with the Communications Committee recommendation along with Mr. Larson's list of recommendations and next steps moving forward, including working with Management.

AR#43 Acknowledgement & Agreement to Limited Use of Social Media:

Mr. Rothenberg shared his thoughts on the matter to include a possible revision of the Resolution. Mr. Bush stated that amendments can be made to an Administrative Resolution anytime. The Board discussed the matter and concluded to Reaffirm the Existing AR#43.

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Larson, to Reaffirm Administrative Resolution #43 (AR#43). The motion passed (7-2-0). Mr. Bush and Mr. Lisanick opposed.**

MOTION TO EXTEND THE MEETING:

- (R) **MOVED by Ms. Davis, SECONDED by Mr. Lisanick, to extend the meeting by 15 minutes until 9:45 p.m. The motion passed (8-2-0). Mr. Buchanan and Mr. Bush opposed.**

Proposed Services and Fees: Mr. Foschi provided information regarding Management's plan to revamp maintenance services. Mr. Foschi requested the Board review the material(s) and provide any questions/concerns/suggestions to him before the June 26, 2024, Board meeting. Mr. Rothenberg added comments regarding billable hours, reduction in water usage, etc.

Email Phishing: Mr. Foschi stated that Management should be the first point of contact and all other contacts should be in a password-protected area (behind the firewall). Mr. Larson said that using the official email accounts that management has set up is important and it will help with cyber security sanitation.

MATTERS FOR BOARD INFORMATION:

June 26, 2024, Agenda Items: Any additions to the agenda should be submitted before the June 26, 2024, Board meeting.

MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Buchanan, to recess Open Session at 9:33 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. Wicker, **SECONDED** by Mr. Lisanick, to extend the meeting by 15 minutes until 9:45 p.m. The motion passed (7-2-0). Mr. Buchanan and Mr. Bush opposed.
- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Lisanick, to extend the meeting by 15 minutes until 10:00 p.m. The motion passed unanimously (9-0-0).

MOTION TO LEAVE EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Bush, **SECONDED** Mr. Rothenberg, to leave the Executive Session at 9:59 p.m. The motion passed unanimously (9-0-0).

MOTION TO ADJOURN THE MEETING:

- (R) **WITHOUT OBJECTION** Mr. Mulrooney, adjourn the meeting at 9:59 p.m. The motion passed unanimously (9-0-0).

Meeting Adjourned at 9:59 p.m.