

## **Minutes**

- September 18, 2024 Board Meeting Minutes
- November 20, 2024 Board Meeting Minutes

**PARKFAIRFAX CONDOMINIUMS  
BOARD OF DIRECTORS MEETING**

**September 18, 2024  
3360 Gunston Road:  
Alexandria, VA 22302**

**ATTENDANCE:**

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

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

**HEARING:**

**Patio “Fencing” - 3400 Gunston Road was Called to order at 6:30 p.m.**

Mr. Scott Buchanan (Hearing Officer) stated that this hearing is to discuss the application submitted to Covenants regarding Patio Fencing at 3400 Gunston Road, what was applied for, and what was approved by the Covenants Committee, as well as things that can be done to improve the process on the Association side to bring things in line with covenant specifications as well as the potential impact on the community's appearance. The Homeowner(s) provided input and stated that they acted in good faith and followed the guidelines. This matter will be revisited in the Executive Session for a decision.

**The Hearing adjourned at 6:58 p.m.**

**CALL TO ORDER:**

President Scott Mulrooney called the Board meeting to order at 7:00 p.m., with nine (9) members in attendance. Mr. Mulrooney welcomed everyone to the meeting.

**APPROVAL OF THE AGENDA:**

- (R) MOVED by Mr. Rothenberg, SECONDED by Mr. Bush, to strike Tab #5, Access Control Upgrade, from the Agenda and reconsider it during budget time as suggested By Dave Bush, Treasurer; move the Barkan Management discussion into Executive Session, and move Edits to AR#2 & Patio Specifications to Matters for Discussion. The Agenda was approved with the amendments as mentioned above. The motion passed (6-3-0). Mr. Mulrooney, Ms. Mullan, and Mr. Buchannan opposed.**

**POLICE REPORT:**

Sargeant Santos reported there were eleven (11) calls for service in the last month, four (4) of which were stolen airbags and/or catalytic converters. Sargeant Santos encouraged, “If you see something, say something.”

**APPROVAL OF THE APRIL 24, 2024, BOARD MEETING MINUTES AND THE AUGUST 21, 2024 BOARD MEETING MINUTES:**

- (R) MOVED by Mr. Mulrooney, SECONDED by Mr. Buchanan to accept the April 24, 2024, Board meeting minutes as amended, spelling out the acronym D&O Insurance to Directors and Officers Insurance. The Motion failed (2-6-1). Mr. Rothenberg, Mr. Bush, Ms. Davis, Mr. Lisanick, Ms. Mullan, and Mr. Wicker opposed. Ms. Counihan abstained.**
  
- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Counihan to accept the August 21, 2024, Board meeting minutes as amended. The Motion passed unanimously (9-0-0).**

**RESIDENTS FORUM:**

A homeowner(s) (Laura Anderson and Lisa Gunther) shared concerns regarding newly installed outdoor lighting.

A homeowner (Kristen Mowery) shared concerns regarding private information about the sale of her home Ms. Mowery also shared that this is her formal resignation as Chair of the Recreation Committee.

A homeowner (Tim O'Connor) shared his concerns that Barkan Management is not a good company and that its inattention to the residents is ridiculous.

**COMMITTEE REPORTS:**

Buildings & Utilities Committee (BUC): Mr. Mulrooney stated this matter will be revisited under Matters for Board Decision, Tab #7.

Transportation and Land Use Committee: Mr. Mulrooney shared that he always appreciates Mr. Gronenbergs' (TLUC) reports and the humor used.

Architectural and Planning Board Committee (A&PB): Ann McCord, Chair of APB, could not be present, so Mr. Mulrooney presented the committee report as liaison. A&PB requested that Management research the feasibility of a program to replace the original lead vent stack collars, which could extend the lifespan of the current roofs until the roof replacement program is complete. After further discussion, the Board authorized management to move forward and provide information (cost/numbers) for replacing the vent stack collars. This matter will be revisited at a future Board meeting for further discussion.

- ***Amanda Mullan: I feel like this has happened on several occasions. So, this is why I'm bringing this up. I feel like, respectfully, you're acting as A&PB's liaison on this, but I feel like you're inserting robust conversations about the roofs into agenda items that aren't related to roofs, like committee reports. I understand that A&PB provided a recommendation, but we're having a full-blown discussion about that, and if a committee provides something in a report that requires the Board to discuss, it should be added to matters for the board discussion, and there should be materials provided in that tab of the report. I think this adds to the amount of time it takes you to get through the agenda. This is buried within committee reports; you are blindsiding Board members with information. As you see fit to give it to us, I would respectfully ask that you stop doing this and add things to matters for board discussion where they belong with supporting material.***

- *Mr. Mulrooney: Okay? So, since it is included in the report, how is that blindsiding?*
- *Ms. Mullan: because you've done this on multiple occasions we've talked about. I can't remember all the examples off the top of my head, but I feel like every time we have a committee report section. We inevitably talk about roofs, and you want to have a full-blown discussion about all the elements of roofs. I think it's worth adding it to matters for the board discussion where they belong with supporting material, and then the community would be signaled to know that we're talking about this. I mean, it's not just me saying you're blindsiding me. It's also you're blindsiding the community by burying information. It is my opinion.*
- *Okay? So, I want to clarify, and Donna, I want to get this in the minutes. So, Amanda, you are saying that I have intentionally withheld and buried information from all 2,500 people who live in Parkfairfax. I just want to get that right. Did I understand that?*
- *Ms. Mullan: It's not what I said.*
- *Mr. Mulrooney: Amanda, I am tired of it. You are always going against me at every meeting. I really want it on the record, but I don't see how APB's report has anything to do with me or any hidden information.*

Director Scott Buchanan called for “Order of the Day” to move the meeting to Matters for Board Decision.

As a result, no other committee reports or the General Manager’s report were shared with the Board.

**MATTERS FOR BOARD DECISION:**

July 2024 Reserve Expenditures:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Wicker, to approve the June 2024 Reserve Expenditures in the amount of \$213,496.80 with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (8-0-1). Ms. Mullan abstained.

Trim Replacement Project:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Mulrooney, to approve Kolas Contracting, Inc., to complete the Ward II Trim Replacement in an amount not to exceed \$233,557 with funds to come from GL 9901 reserve expenditures. The motion passed (8-0-1). Ms. Mullan abstained.

BUC Bike Rack & Storage Locker Proposal: Ms. Lydia Riabtsev, Chair of the BUC Committee, provided an update on the Bike Rack installation progress and asked if the Board needed additional

information from her. She suggested using the gym lockers as a test pilot and that residents bring their own locks. Ms. Riabtsev stated that a survey would be conducted to see if this would solve the problem.

- (R) MOVED by Mr. Bush, SECONDED by Mr. Mulrooney, to approve the purchase of bike storage racks only, in an amount not to exceed \$1,400, to be paid from the Capital Improvement Fund for the 5-rooms known as the Big 5. The Motion passed unanimously (9-0-0).**

Building #919 Patio Repair:

The Board revisited the matter following new information, including a third quote, and proceeded to rescind the previous motion, which was stated as follows: “ **MOVED by Mr. Bush, SECONDED by Ms. Davis, to approve the Reserve Expenditure not to exceed \$50,000 to Envirotech for foundation repairs to Building #919 (1668 Fitzgerald Lane). The motion passed (8-0-1). Ms. Counihan abstained.**

- (R) MOVED by Mr. Rothenberg, SECONDED by Mr. Bush, to rescind the previous motion. This motion required a two-thirds vote to pass. The motion failed (5-3-1). Mr. Buchanan, Ms. Mullan, and Ms. Davis opposed. Ms. Counihan abstained.**

**The Original Motion stands: Management can act under the original motion as previously approved by the Board.**

After further discussion, the following motion was presented:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Rothenberg, that Management does not act on this matter and bring it back before the Board at the October 16, 2024, Board meeting. The motion passed (6-3-0). Mr. Buchanan, Ms. Mullan, and Ms. Davis opposed.**

Water Savings/Unit Leak Repair Proposal: Mr. Rothenberg revisited and addressed the program modifications, including the free toilet tune-ups, which will be provided only during the program's duration. The cost of parts would be between \$14 and \$16. The Board discussed the matter and proceeded to a vote.

- (R) MOVED by Mr. Rothenberg, SECONDED by Mr. Bush, to approve the Unit Water Savings Program per what is written on Page 1 of the Program Overview. The motion passed unanimously (9-0-0).**

Roofing Pilot – Building Selection and Consultant Selection:

- (R) MOVED by Mr. Mulrooney, SECONDED by Mr. Bush, to approve Building Envelope Consultants and Scientists (BECS) to provide consulting services at Building #849 and Building #953. The motion passed unanimously (9-0-0).**

**MATTERS FOR BOARD DISCUSSION:**

Wellington Road Stormwater Remediation Project: Ms. Davis provided an overview of the project, which included installing two functional rain gardens to redirect the water and possibly applying for a stormwater grant. Ms. Davis will work with Mr. Foschi to develop the plan further. This matter will be revisited at the October 16, 2024, Board meeting for decision.

Administrative Resolution #2 and Patio Specifications: Mr. Buchanan requested that any input/edits be sent to him before the October 16, 2024, Board meeting so that he can make the amendments. This matter will be revisited at the October 16, 2024, Board meeting for further discussion.

**MOVE INTO EXECUTIVE SESSION:**

- (R) **MOVED by Ms. Davis, SECONDED by Ms. Counihan, to recess Open Session at 9:10 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. Rothenberg, SECONDED by Mr. Lisanick, to extend the meeting at 9:28 p.m. for 10 minutes. The motion passed (7-2-0). Mr. Buchanan and Mr. Bush opposed the motion.**

**MOTION TO LEAVE EXECUTIVE SESSION:**

- (R) **WITHOUT OBJECTION, Mr. Mulrooney MOVED to leave the Executive Session at 9:37 p.m. The motion passed unanimously (9-0-0).**

**ACTIONS TAKEN AFTER EXECUTIVE SESSION:**

Patio Fencing at 3400 Gunston Road:

- (R) **MOVED by Mulrooney, SECONDED by Mr. Rothenberg, when the property is sold, the fence has to be removed/replaced and painted back to match the other colors before new owners take possession. The motion passed (7-2-0). Mr. Buchanan and Mr. Bush opposed the motion.**

The Covenants Committee will amend/fix the AR to address such issues so this won't happen again going forward.

**MOTION TO ADJOURN:**

- (R) **WITHOUT OBJECTION, Mr. Mulrooney MOVED to Adjourn the meeting at 9:38 p.m. The motion passed unanimously (9-0-0).**

**Meeting Adjourned at 9:38 p.m.**

**PARKFAIRFAX CONDOMINIUMS  
BOARD OF DIRECTORS MEETING**

**November 20, 2024  
3360 Gunston Road  
Alexandria, VA 22302**

**ATTENDANCE:**

Directors Present: Scott Mulrooney, President; Mike Rothenberg, Vice President; Dave Bush, Treasurer; Scott Buchanan, Caitlin Counihan, Jeff Lisanick, and Jim Wicker, Directors.

Directors Absent: Amanda Mullan, Director

Others Present: Francisco Foschi, General Manager; Dana Cross, Assistant General Manager; Robin Davis, Secretary to the Board; and Donna Young, Recording Secretary.

**CALL TO ORDER:**

President Scott Mulrooney called the Board meeting to order at 7:00 p.m., with seven (7) Board members in attendance.

**APPROVAL OF THE AGENDA:**

- (R) MOVED by Mr. Bush, SECONDED by Mr. Wicker, to approve the agenda as presented.  
The motion passed unanimously (7-0-0).**

**POLICE REPORT:**

President Mulrooney provided the following updates: an assault and battery on Martha Custis Drive, a death investigation on Valley Drive, a larceny investigation on Holmes Lane, a stolen vehicle on Fitzgerald Lane, and a mental health call on Wellington Road. Mr. Wicker shared an incident that was reported to the police of teenagers drinking in public, etc., and the police escorted them away.

Lieutenant Mark Jessup, Liaison with the Alexandria Sheriff's Department, shared that as we approach the holiday season, please be mindful of those coming into your neighborhood, imposters impersonating law enforcement officers, and phone scams. If you need assistance in these incidents, don't hesitate to contact the Sheriff's Office. Lieutenant Jessup also provided information regarding Operation Elf and will provide additional information to Ms. Cross.

**APPROVAL OF THE SEPTEMBER 18, 2024, BOARD MEETING MINUTES AND THE OCTOBER 16, 2024, BOARD MEETING MINUTES:**

- (R) MOVED by Mr. Buchanan, SECONDED by Ms. Counihan to accept the September 18, 2024, board meeting minutes with the following alteration, which is to strike the verbatim dialogue between the President and one of the directors and approve the October 16, 2024, Board meeting minutes as presented.**

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Rothenberg to divide the motions into two separate motions: the September 18, 2024, Board meeting minutes and the October 16, 2024, Board minutes. The Motion passed 5-2-0. Mr. Buchanan and Ms. Counihan opposed the motion.

#### **APPROVAL OF THE SEPTEMBER 18, 2024, BOARD MEETING MINUTES**

- (R) After further discussion, Mr. Buchanan withdrew his motion, and the matter of the September 18, 2024, Board meeting minutes was tabled for review and additional information and will be revisited at the December 18, 2024, Board meeting.

#### **APPROVAL OF THE OCTOBER 16, 2024, BOARD MEETING MINUTES**

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Counihan to approve the October 16, 2024, Board meeting minutes as presented. The motion passed unanimously (7-0-0).

#### **RESIDENTS FORUM:**

Mr. Mulrooney introduced the Adoption of a Civility Policy that residents who sign up to speak during the Residents Forum must sign and agree to; persons who will be speaking tonight and going forward are asked to abide by this policy.

A homeowner(s), Susan Cox, shared concerns regarding Board members preventing the civil operations of a Board meeting.

A homeowner(s), Susan Crawford, shared her support for Parkfairfax hiring a Landscape Manager who is also a certified arborist.

A homeowner (Paul Friedman) shared concerns regarding needed signage restricting automatic ball machines on the tennis/pickleball courts.

A homeowner (Karen Elsberg) provided a statement regarding Board members walking out of a meeting, which canceled the meeting.

A homeowner (Sherry Truhlar) provided input regarding the Building #919 foundation repair matter.

#### **AUDIT PRESENTATION REVIEW:**

Mr. Foschi provided an overview of the Draft Audit Independent Auditor Report for the year ending May 31, 2024. The Board will provide Franciso with any questions and concerns by Friday, November 22, 2024, to be forwarded to the Auditor for clarification and response prior to the December 18, 2024, Board meeting.

#### **GENERAL MANAGER'S REPORT:**

Electric Panels Update: Mr. Foschi revisited the subject matter, stating that approximately 20% of the homeowners have upgraded their panels; the insurance company wants 60% participation, and this could become an issue when the time comes to negotiate a new insurance premium. This matter will be revisited upon Management providing additional information/data.



## COMMITTEE REPORTS:

Mr. Mulrooney thanked the Activities Committee for the Great Wine & Cheese social and the Transportation and Land Use Committee for the dynamite town hall meeting they held.

Transportation and Land Use Committee: Mr. Gronenberg thanked everyone who attended the town hall meeting; the final plan will be adjusted based on the feedback received, and then eventually approach the Board to endorse the program.

Recreation Committee: Lisa Harger, Chair of the Recreation Committee, stated the committee would like to get feedback from the community on the pool survey. After further discussion, Mr. Buchanan proceeded with the following motion.

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Rothenberg, to approve the 12-question pool survey presented to the Board by the Recreation Committee. The motion passed (5-1-1). Mr. Rothenberg opposed the motion. Mr. Mulrooney abstained.**

Landscape Committee: Ms. Davis provided an update regarding the Circle Beds on Wahington Island; the plant materials removed from Washington Island were placed over by the Lions Lane pool. The three beds now have a focus for each season and hopefully will enhance the community as people drive by. The Discussion of a Landscape Manager will be placed on the agenda under Discussion for the December 18, 2024, meeting.

Mr. Mulrooney requested that the Recreation Committee and the Architectural and Planning Board (APB) Committee work together on a combined budget proposal to look at the needs of the gym.

Proposal for Board Training: Mr. Mulrooney directed the Board's attention to the Proposal for Board Training & Work Session Services included in the Board packet recommended by Legal Counsel and asked that the Board review the proposal. This matter will be revisited at the December 18, 2024, Board meeting for further discussion and possible decision.

## MATTERS FOR BOARD DECISION:

Ward Two Board Vacancy Appointment:

- (R) The Board voted by a show of hands (5 out of 7) to appoint Elaine Lawler as the Ward Two Board Representative for the Board term of November 2024 to April 2025.**

*[This brings the number of Board Members Present to eight (8)].*

The Board thanked Ms. Kitchell for putting her name forward, as well as her work on the Book Club and the Elections Committee.

Ratification of Board Actions:

- (R) MOVED by Mr. Mulrooney, SECONDED by Mr. Buchanan, to ratify each of the decisions of the Board of Directors made this year while Robin Davis participated on the Board. The motion passed unanimously (8-0-0).**

August 2024 Reserve Expenditures:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Rothenberg, to approve the August 2024 Reserve Expenditures in the amount of \$148,569.62 with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (8-0-0).

September 2024 Reserve Expenditures:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Buchanan, to approve the September 2024 Reserve Expenditures in the amount of \$667,220.33 with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (8-0-0).

Goldklang Engagement Letter:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Lisanick, to approve the Goldklang Group Engagement Letter for Audit Services for the Association for the years ended May 31, 2025, and 2026, provided that the auditor provides answers to the questions that the Association had on the audit. The motion passed unanimously (8-0-0).

Building #919 Patio Repair:

- (R) **MOVED** by Mr. Rothenberg, **SECONDED** by Mr. Lisanick, to approve Lux to complete the Patio Repairs at Building #919 pending confirmation that the price does not exceed 10% above the quoted price, with funds to come from GL 9901, Reserve Expenditures.

After further discussion of the matter, the following motion was presented.

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Mulrooney, to table the matter to allow for a second opinion with Mosaic Engineering & Consulting. The motion passed unanimously (8-0-0)

1531 Mount Eagle Place – HVAC Application Appeal:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Bush, not to grant this variance, the specification stands, and no exception will be made in this case. The motion passed (7-0-1). Mr. Wicker abstained.

Vote to Approve New APB and Recreation Committee Chair:

- (R) **MOVED** by Mr. Mulrooney, **SECONDED** by Mr. Bush, to appoint Mr. Gary Hucka as the Chair of the Architectural & Planning Board. The motion passed unanimously (8-0-0)
- (R) **MOVED** by Mr. Wicker, **SECONDED** by Ms. Lawler, to appoint Ms. Lisa Harger as the Chair of the Recreation Committee. The motion passed (5-3-0). Mr. Mulrooney, Mr. Rothenberg, and Mr. Wicker opposed the motion.

**MATTERS FOR BOARD DISCUSSION:**

Five-Year Budget: The Board decided no discussion is necessary at this time.

Resident Writing Group:

- (R) MOVED by Mr. Bush, SECONDED by Ms. Counihan, to approve the Residents Writers Group to use the Community Room for their meetings at no charge. The motion passed unanimously (8-0-0).**

Enforcement of Covenants Violations: The Board discussed the matter. Mr. Buchanan suggested creating a list of regular complaints/violations of things that are disruptive to the community and/or the value of the property and task staff with enforcing those violations. Mr. Buchanan will discuss the ten (10) most common covenant violations for potential enforcement with the Covenants.

Signage for Courts Re: Automatic Ball Machines:

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Mulrooney, to approve the policy and signage that Automatic Ball Machines are only permitted on the Valley Drive Courts, and signs will be put up at Management’s discretion. The motion passed unanimously (8-0-0).**

**MATTERS FOR BOARD INFORMATION:**

December 18, 2024, Agenda Items: Any additions to the agenda should be received before the December 18, 2024, Board meeting.

**MOVE INTO EXECUTIVE SESSION:**

- (R) MOVED by Mr. Bush, SECONDED by Ms. Counihan, to recess Open Session at 9:08 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 EXTEND THE MEETING:**

- (R) MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, to extend the meeting at 9:27 p.m. for 10 minutes. The motion passed (6-2-0). Mr. Buchanan and Mr. Bush opposed the motion.**

**ACTIONS TAKEN AFTER EXECUTIVE SESSION:**

- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Mulrooney, to deny the request as discussed in Executive Session. The motion passed unanimously (8-0-0).**
- (R) MOVED by Mr. Buchanan, SECONDED by Mr. Lisanick, to move forward with the contract as recommended by Management. The motion failed (3-5-0). Mr. Mulrooney, Mr. Rothenberg, Mr. Bush, Mr. Wicker, and Ms. Lawler opposed the motion.**

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Rothenberg, to request that Management get a third quote for the matter discussed in Executive Session. The motion passed unanimously (8-0-0).

**MOTION ADJOURN THE MEETING:**

- (R) **WITHOUT OBJECTION**, Mr. Mulrooney **MOVED** to leave the Executive Session at 9:37 p.m. and **ADJOURN** the meeting. The motion passed unanimously (8-0-0).

**Meeting Adjourned at 9:37 p.m.**