

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING**

**January 15, 2025
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

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

Directors Absent: Caitlin Counihan, Director

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

CALL TO ORDER:

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

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Wicker, SECONDED by Ms. Lawler, to approve the agenda as amended as follows:

- 1: Adding to the agenda the approval of April 24, 2024, and September 18, 2024, Board meeting minutes (5-2-0). Mr. Mulrooney and Mr. Buchanan opposed.**
- 2: Rescinding the emergency motion made at the August 21, 2024, Board meeting for foundation repairs to Building #919.**
- 3: Revisit the motion passed at the September 18, 2024, Board meeting regarding Planter Boxes at 3400 Gunston Road.**
- 4. Mr. Mulrooney: Remove Tab #6 -- Ratification of December 18, 2024, votes.**

The motion passed unanimously (7-0-0).

APPROVAL OF THE DECEMBER 18, 2024, BOARD MEETING MINUTES; THE APRIL 24, 2024, BOARD; AND THE SEPTEMBER 18, 2024, BOARD MEETING MINUTES:

(R) MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick to approve the December 18, 2024, Board meeting minutes as amended. The motion passed unanimously (7-0-0).

- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Bush to approve the 1st version of the April 24, 2024, Board meeting minutes as presented. The motion failed 3-3-1. Mr. Mulrooney, Mr. Buchanan, and Mr. Wicker opposed. Ms. Lawler abstained.**
- (R) **MOVED by Mr. Rothenberg to approve the second set of April 24, 2024, Board meeting minutes. There was no SECOND to the motion – THEREFORE, no action was taken.**
- (R) **MOVED by Mr. Lisanick, SECONDED by Mr. Bush to approve the suggested amendments made by Mr. Lisanick to the September 18, 2024, Board meeting minutes. The motion passed unanimously (7-0-0).**

RESIDENT’S FORUM:

Mr. Scott Knudsen stated he favors hiring a Landscape Manager to manage the property.

Mr. Erik Fessler requested an exception to allow the storage of UL-certified ETD (Electronic Transportation Devices) to be stored, and that two standards apply, UL#2849 (bikes) and UL#2272 (E-scooters and hoverboards), etc.

Ms. Kristen Boehme shared that she advocates hiring a landscape director to help steward the beautiful landscape in Parkfairfax.

Julie Hunt & Peter Hunt shared their concerns regarding the unilateral ban on electric bikes.

Megan Kieran shared her concerns regarding the ban on electric bikes.

Sally Burmeister provided information regarding an opportunity for a landscape live-stream symposium on native plants to be streamed in the community room on February 8, 2025.

GENERAL MANAGER’S REPORT:

Landscape & Grounds Manager Summery Update: Mr. Foschi provided an update on what the position will do for the Association and how it will integrate with the Parkfairfax staff, Management, and the Landscape Committee.

The Board discussed and asked questions regarding other matters in the Management Report, such as the gym (equipment replacement(s)), moving the roof pilot project forward, and updates regarding a storage unit matter, attic inspections, and asbestos abatement. Mr. Foschi provided an update on each matter.

COMMITTEE REPORTS:

Transportation and Land Use Committee: Mr. Gronenberg provided information regarding the Traffic Calming project and added that this project is budgeted for this year, and all traffic calming treatments will be completed by June 30, 2025. Mr. Buchanan highlighted that the result of the calming would be the reduction of six parking spaces on the city street.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Rothenberg to authorize Mr. Mulrooney to sign a letter of authorization on behalf of the Association to send to the City to support the traffic calming measures. The motion passed (5-2-0). Mr. Wicker and Ms. Lawler opposed.**

Communications Committee: Mr. Mark Lamont, Chair of the Communications Committee, introduced Diana Buttram, Co-Chair of the Communications Committee. Ms. Buttram and Mr. Lamont provided an overview/presentation of the Parkfairfax Website's proposed design. Ms. Buttram stated an initial investment is needed, approximately a little over \$18,000. Mr. Lamont shared they are open to any feedback/questions and are still looking for anyone with experience who would like to assist with the project **“You don’t need to join the committee to assist with the project.”**

Activities Committee: Ms. Joyce Frank, Chair of the Activities Committee, shared two new activities that would be presented through the Activities Committee: a Spring Singles Mixer and a de-stash activity. After further discussion, the Board agreed to move forward with the activities contingent upon Legal Counsel's recommendations.

- (R) **MOVED by Mr. Buchanan, SECONDED By Mr. Rothenberg, to accept the Activities Committee’s proposals for a Spring Singles Mixer and a De-stash Activity contingent upon Legal Counsel providing guidance that it is acceptable to do and does not put the Association at risk and/or legal counsel providing recommendations regarding how to alter or structure the events to minimize that risk. The motion passed unanimously (7-0-0).**

Elections Committee: Ms. Robin Davis brought to the Board’s attention that Candidate 101 will be held on February 11, 2025. To pull off the event, Board members must attend because they are the panel. Ms. Davis will send out an email to the Board and committee to see who is available to attend. Ms. Davis also encourages taking a look at the elections committee report because it includes critical dates for elections.

Landscape Committee: Mr. Rothenberg revisited the matter of a native plant symposium being live-streamed in the community room on February 8, 2025. Mr. Scott Knudson provided input and shared it would be a great idea.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Bush to approve the Landscape Committee to zoom in on a live stream native plant symposium in the Community Room on February 8, 2025. The motion passed unanimously (7-0-0).**

Mr. Buchanan stated that the meeting was 40 minutes behind schedule and called for **“Order of the Day.”** The meeting proceeded with **“Matters for Board Decision”**.

President Mulrooney stated that Board members should submit their amendments to the agenda 7 days before the meeting for all future board meetings.

MATTERS FOR BOARD DECISION:

November 2024 Reserve Expenditures:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Mulrooney, to approve the November 2024 Reserve Expenditures in the amount of \$281,329.71 with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (7-0-0).**

Revision to AR#7 – Tree, Shrub & Bench Memorial Plaque Specifications & Confirmation of Communications Committee Co-Chairs:

- (R) MOVED by Mr. Rothenberg, SECONDED by Ms. Lawler, to approve the request forms included with the amended revised Administrative Resolution #7 – Tree, Shrub & Bench Memorial Plaque Specifications. The motion passed unanimously (7-0-0).**
- (R) MOVED by Mulrooney, SECONDED by Mr. Rothenberg, to approve Diana Buttram as Co-Chair of the Communication Committee and Alexandra Swan as Chair of the Elections Committee. The motion passed unanimously (7-0-0).**

New Board Liaison to the Activities Committee:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to appoint Caitlin Counihan as Board Liaison to the Activities Committee. The motion passed unanimously (7-0-0).**

Capital Improvement Fund – Potential Moratorium Until Resident Survey:

- (R) MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to approve a temporary hold on utilizing the Capital Improvement Funds until a community survey and committee suggestions for enhancements are completed. The motion failed. (3-4-0). Mr. Mulrooney, Mr. Buchanan, Mr. Lisanick, and Mr. Wicker opposed.**

Amendment of Electronic Transportation Policy: The Board discussed additional options, such as a registration process for E-bikes stored in the home and UL Codes that apply. These matters will be revisited at the February 19, 2025, Board meeting.

- (R) MOVED by Mr. Mulrooney, SECONDED by Mr. Bush, to approve the amendment of the Electronic Transportation Policy. The motion passed unanimously (7-0-0).**

Rescinding of Building #919 Motion:

- (R) MOVED by Mr. Lisanick, SECONDED by Mr. Mulrooney, to rescind the following motion that was tabled at the August 21, 2024, Board meeting regarding Building #919 foundation repairs that 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 unanimously (7-0-0).

Amend Motion made at the September 18, 2024, Board Meeting re: Planter Boxes at 3400 Gunston Road:

(R) MOVED by Mr. Lisanick, SECONDED by Mr. Mulrooney, to rescind the previous motion made at the Board meeting on September 18, 2024, regarding planter boxes at 3400 Gunston Road and replace it as follows:

The board of directors, upon holding a hearing concerning the appeal of a decision from the Covenants Committee concerning the placement of a line of planter boxes at the edge of the patio located at 3400 Gunston Road, agrees that for the duration of the ownership of the unit by the present owner, the boxes/fence may remain, provided that upon transfer of the unit at the point of sale, the boxes shall be removed at the expense of the association. At the expense of the current owner, the gate situated between boxes shall be removed and the boxes repainted to a color to be determined by agreement between management and the current owner. All future maintenance of the aforesaid structure shall be at the expense of the unit owner.

The motion passed unanimously (7-0-0).

MATTERS FOR BOARD DISCUSSION:

Landscape Manager Summary of Duties: The Board provided input and discussed the matter in detail, including the financial aspect of the position. Mr. Foschi asked the Board to submit any edits/recommendations for inclusion so that he can prepare and present a final draft of the summary of duties. This matter will be revisited at the February 19, 2025, Board meeting.

MOTION TO EXTEND THE MEETING:

(R) MOVED by Mr. Lisanick, SECONDED by Ms. Lawler, to extend the meeting for 15 minutes until 9:45 p.m. The motion passed (5-2-0). Mr. Bush and Mr. Buchannan opposed.

Enforcement of Covenants Violations: Mr. Buchanan provided a list of common violations seen around the property and stated that this may be a starting point for discussing potentially having staff and others be more proactive about identifying such violations. This matter will be revisited for further discussion at the February 19, 2025, Board meeting.

MATTERS FOR BOARD INFORMATION:

February 19, 2025, Agenda Items: Any additions/amendments to the agenda should be received 7 days before the February 19, 2025, Board meeting.

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Lawler, to recess Open Session at 9:25 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) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Mulrooney, to leave the Executive Session at 9:45 p.m. The motion passed unanimously (7-0-0).

Meeting Adjourned at 9:45 p.m.