

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING**

**February 19, 2025
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

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

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

John Halfhill, Barkan Management and Peter Miller, Miller Dodson.

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.

APPROVAL OF THE AGENDA:

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Bush, to amend the agenda by removing the time constraints. The motion passed (6-2-0). Scott Buchanan and Caitlin Counihan opposed.**
- (R) **MOVED by Mr. Bush, SECONDED by Ms. Lawler, to approve the agenda as amended, Striking Tab#4 – Decommissioning of Tot Lot #4. The motion passed unanimously (8-0-0).**

RESIDENT'S FORUM:

Mr. Paul Friedman shared additional concerns regarding his storage unit/bin.

Mr. Scott Knudsen shared that he wanted to strongly assert the benefit of having the oversight of a Landscape Supervisor who would take care of and manage our tree canopy and landscape

Ms. Mary Ann Wilson (Paul Friedman) shared the importance of resolving the issue with the storage units/bins.

Mr. Flores inquired about how an attic inspection occurred in his unit on December 13, 2024, without his authorization. (*Mr. Foschi will look into the matter*).

MATTERS FOR BOARD DECISION:

Preliminary Adoption of the Budget: Mr. Buchanan directed the Board's attention to discrepancies in some of the line items found in the latest version of the budget; John Halfhill and the Board confirmed and amended the figures accordingly. The Items are as follows:

42-411018 – Clubhouse Rental	-	\$15,750
57-530902 – Management Salaries	-	\$2,414,606.32 (Reflect Landscape Sup. Salary)
60-531105 – Postage	-	\$16,500
60-535102 – Computer Expenses	-	\$16,000
60-539000 – Misc. Admin Expenses	-	\$25,000

Mr. Bush stated that the Miller Dodson report has some issues with it, and we, as a Board of Directors, need to go over the Miller Dodson report carefully, and then meet with Miller Dodson and inform them of what needs to be addressed.

RESERVES:

001.001 Roof Replacement: to adjust the \$660,000 amount to \$800,000 to meet the current estimate for replacement of six roofs at \$133,666 per average roof.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, to adjust the \$660,000 amount to \$616,000 for replacement of four roofs rather than six roofs in FY'26. The motion passed (7-0-1). Mr. Buchanan abstained.**

001.003 Asbestos Abatement Crawlspace: be adjusted from \$60,000 to \$10,000 and be titled Asbestos abatement.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Rothenberg, to adjust the Asbestos Abatement Crawlspace from \$60,000 to \$10,000 to be titled Asbestos abatement. The motion passed (7-0-1). Scott Buchanan abstained.**

003.005 (Tot Lot #2), 003.005 (Tot Lot #3), 003.010 (Tot Lot #7): be removed and these Tot Lots decommissioned.

[This would then leave Tot Lot 1 (Lyons Lane), Tot Lot 5 (Wellington Road), Tot Lot 6 (Ripon Place), Tot Lot 8 (Mount Eagle) and Tot Lot 9 (Gunston Road #2) as the only line items remaining on the Reserve Schedule as shown at line items 003.004, .008, .009, .011 and .012.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Mulrooney, that 003.005 (Tot Lot #2), 003.005 (Tot Lot #3), and 003.010 (Tot Lot #7), be removed and these Tot Lots be decommissioned. The motion passed unanimously (8-0-0).**

003.008 Tot Lot #5 [mis-labeled] carrying the component name Tot Lot #4: be adjusted from \$29,770 to \$8,000 with these funds to be allocated for the decommissioning of Tot Lots 2, 3, 4, and 7.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Rothenberg, that Tot Lot #4 be adjusted from \$29,770 to \$8,000 with these funds to be allocated for decommissioning tot lots 2, 3, 4, and 7. The motion passed (7-0-1). Mr. Buchanan abstained.**

003.003 Volleyball Courts: be renamed Volleyball Court by reducing by one the available courts with the one remaining to be titled Martha Custis Pool(A) Volleyball Court and the Volleyball Court presently situated south/west of Building 405 be decommissioned.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Lisanick, that the line item 003.003 Volleyball Courts be renamed Volleyball Court by reducing by one the available courts with the one remaining to be titled Martha Custis Pool(A) Volleyball Court and the Volleyball Court presently situated south/west of Building #405 be decommissioned. The motion passed unanimously (8-0-0).**

Vent Stack Replacement Program:

Add a line item for a five-year Vent Stack Replacement Program to be allocated at a level of \$171,080 each year for a five-year removal program with a total reserve program expense of \$855,400 (+inflation) over five years.

- (R) **MOVED by Mr. Mulrooney, SECONDED by Ms. Counihan, to a line item for a five-year Vent Stack Replacement Program to be allocated at a level of \$171,080 each year, for a five-year removal program, with a total reserve program expense of \$855,400 (+inflation) over five years. The motion failed (1-7-0). Mr. Rothenberg, Mr. Bush, Mr. Buchanan, Ms. Counihan, Ms. Lawler, Mr. Lisanick, and Mr. Wicker opposed.**

Chimney Stack Removals in FY2026:

Add to either the Reserve or Operations Budget \$42,000 for Chimney Stack Removals in FY2026.

- (R) **MOVED by Mr. Mulrooney, SECONDED by Mr. Bush, to Add to Reserves \$42,000 for Chimney Stack Removals in FY2026. The motion passed (7-0-1). Mr. Buchanan abstained.**

007.000 Retaining Walls (Discussion): Using brick rather than timber material for walls – possible percent and funding based on that percent. *The Board discussed the matter and there were no amendments made.*

RECOMMENDATIONS FROM MR. ROTHENBERG:

Water Heater Replacement (7-8 per year):

Reduce proposed Water Heater Replacement amount from \$180,000 for 7-8 for the year to \$110,000. *Management agreed to lower the figure to \$110,000.*

Stoop Replacement (Yrs 1-10): Stick with the Stoop Replacement budget at \$158,488. *The Board discussed the matter and there were no amendments made.*

Engineering Fees: Reduce proposed budgeted amount for Engineering Fees from \$25,000 to \$11,000, a savings of \$14,000.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, to reduce proposed budgeted amount for Engineering Fees from \$25,000 to \$11,000, a savings of \$14,000. The motion failed (3-5-0). Mr. Mulrooney, Mr. Buchanan, Mr. Bush, Ms. Lawler, and Mr. Wicker opposed**

Falling Ceiling Allowance: Was reduced from \$30,000 to \$10,000.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, to reduce the proposed allocation of \$10,000 to \$5,000. The motion passed (7-0-1). Mr. Buchanan abstained.**

Office Main Door Replacement: To reduce this proposed allocation from \$3,200 to \$0, a savings of \$3,200.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Wicker, to reduce the proposed allocation from \$3,200 to \$0, a savings of \$3,200. The motion passed (5-2-1). Mr. Mulrooney and Mr. Bush opposed. Mr. Buchanan abstained.**

Laundry Room Door Replacements & Heater Room Door Replacements: To reduce this allowance from \$4,000 to \$0, a savings of \$4,000.

- (R) **MOVED by Mr. Rothenberg, SECONDED by Mr. Lisanick, to reduce the allowance for Laundry Room Door Replacement (\$4,000 for one door), and Heater Room Door Replacements (\$8,000 for two doors) to \$0, a savings of \$12,000, and direct the AP&B Committee to do a study. The motion failed (3-4-1). Mr. Mulrooney, Mr. Bush, Mr. Wicker, and Ms. Lawler opposed. Mr. Buchanan abstained.**

Building Mold Abatement Allowance: Reduce Building Mold Abatement Allowance from \$20,000 to \$0, for a savings of \$20,000. *The Board discussed the matter and there were no amendments made.*

Plumbing Infrastructure Supply & Drainage, Repair Allowance:

Move to reduce this line item by 10% from \$269,000 to \$242,100 , a savings of \$29,600. *The Board discussed the matter and there were no amendments made.*

MOTION: FY2026 Funding Level for Reserve Expenditures:

- (R) **MOVED by Mr. Bush, SECONDED by Ms. Lawler, that the Board of Director's agrees that the funding level for Reserve Expenditures for FY2026 shall be \$3,900,000. The motion passed (5-3-0). Mr. Mulrooney, Mr. Rothenberg, and Mr. Buchanan opposed.**

Operations:

53-5360090 - Website Management: Outreach Committee will be presenting new estimates for expenses associated with this operation line item – there may be a discussion on the hiring of a Website Manager and how to fund. *Board consensus is to lower this line item to \$5,000.*

53-5547000 - Pool Season Extension: Management was tasked to provide estimated funding for two extra weeks after Labor Day. The Board may also wish to discuss adjustment of hours to allow for early/late use of one or more pools and funding. *Mr. Lisanick proposed adding an additional \$5,000 to the line item to extend the pool season for four (4) additional weekends.*

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Ms. Counihan, to add \$5,000 to Line Item #53-5547000 – Swim/Pool Maintenance/Contract bringing the total to \$165,900. The motion passed (5-3-0). Mr. Mulrooney, Mr. Rothenberg, and Mr. Buchanan opposed.

Determination of Salary for Landscape Manager: this matter was left hanging at the Workshop and the Board should be in agreement on a salary level – adjustments to be made in the proposed Operating Budget. *The Board discussed the matter. Ms. Counihan recommended a budget line of \$100,000 total package for salary and benefits.*

- (R) **MOVED** by Ms. Counihan, **SECONDED** by Mr. Mulrooney, that the total salary package for the Landscape Manager will be \$100,000, which includes both salary and benefits. The motion passed (6-2-0). Mr. Bush and Mr. Rothenberg opposed.
- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Mulrooney, to eliminate the role of Landscape Manager, to include all the amounts that were dedicated to it. The motion failed (1-7-0). Mr. Mulrooney, Mr. Rothenberg, Mr. Bush, Ms. Counihan, Ms. Lawler, Mr. Lisanick, and Mr. Wicker opposed.

Unit Sale: the general consensus at the Workshop appeared to be not to sell the last one-bedroom unit (Building 401) – need to verify. *The Board consensus was NOT in favor of selling the one-bedroom unit in Building #401.*

Grounds Contract: If the Board is serious about bidding out the contract there will need to be at least a 10% adjustment to projected cost. *The Board discussed the matter, 10% increase would be \$37,000.*

- (R) **MOVED** by Mr. Rothenberg, **SECONDED** by Mr. Mulrooney, to increase the Grounds Contract by 10%, totaling \$37,000. The motion failed (2-6-0). Mr. Bush, Mr. Buchanan, Ms. Counihan, Ms. Lawler, Mr. Lisanick, and Mr. Wicker opposed

DISCUSSION – Tree Maintenance: The Landscape Committee recommended budgeting \$63,000 rather than the \$25,000 in the proposed line item. *The Board discussed the matter, it will stay at \$25,000.*

MOTION TO EXTEND THE MEETING:

- (R) **MOVED** by Mr. Lisanick, **SECONDED** by Mr. Mulrooney, to extend the meeting for 30 minutes until 10:00 p.m. The motion passed (5-3-0). Mr. Bush and Mr. Buchanan, and Ms. Counihan opposed.

DISCUSSION – Tree Pruning & Removal: there was discussion concerning continuing a program to remove branches from above roofs for preventative maintenance on replacing roof tiles – discussion might be appropriate on the cost/benefit of continuing this program.

- (R) **MOVED by Mr. Mulrooney, to increase the Tree Pruning and Removal line item by \$30,000. There was no second, so there was no further movement on this motion.**

Credit Card Taxes: Management was directed to look into charging 0.6% tax on all transactions using the card connection at the Front Desk. ***Board consensus, this is a matter of continued discussion.***

Committee Requests: (1) The proposed budget did not fully cover all proposed programmatic requests from the Activities or Recreation Committees by about \$2,000. (2) The TLUC performed a sidewalk/railings study two years ago - does the Board wish to direct Management to prepare a five-year Ward-by-Ward plan for replacement of deteriorating common element sidewalks, common element steps, installation of railings at common element steps with three or more risers and, common element gas lines. 3) Does the Board wish to investigate the retaining of an Engineering Firm.

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Mulrooney, to raise the level of funding for the Activities and Recreation Committee proposed expenses by \$2,000. The motion passed (5-2-1). Mr. Rothenberg and Ms. Lawler opposed. Mr. Buchanan abstained.**

Gas Lines: The Board discussed. Mr. Foschi recommended having an engineering firm come next year to provide a replacement plan and a full assessment of the gas lines.

MOTION TO APPROVE THE BUDGET:

- (R) **MOVED by Mr. Bush, SECONDED by Ms. Counihan, to approve the budget as amended at this meeting. The motion passed unanimously (8-0-0).**

Mr. Foschi, Mr. Buchanan, and Mr. Halfhill (Barkan Management) will meet to configure and provide the final numbers for the budget.

MATTERS FOR BOARD DECISION:

December 2024 Reserve Expenditures:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Wicker, to approve the December 2024 Reserve Expenditures in the amount of \$264,386.88, with funds to come from GL 9901, Reserve Expenditures. The motion passed unanimously (8-0-0).**

Architectural & Planning Board Appointment:

- (R) **MOVED by Mr. Mulrooney, SECONDED by Mr. Buchanan to appoint Ms. Katie Mann as a member of the Architecture and Planning Board. The motion passed unanimously (8-0-0).**

PRESIDENT'S REPORT: Mr. Mulrooney provided an update/report regarding new bids that have gone out on the roofing project. He shared that we have now bided that out to six (6) roofing firms and

those bids will come in the week of March 3rd through the 7th, 2025,. We will have those bids in prior to our March 19, 2025, Board meeting, so we can make a decision.

GENERAL MANAGER'S REPORT:

Unit Sale: Mr. Foschi provided an update; the 3-bedroom unit is scheduled to sell in the next six (6) weeks.

Waste Management Contract Renewal: Mr. Foschi requested the Board's approval to renew the Waste Management contract for the Maintenance Yard Trash Waste Management, which was negotiated down by 25% from the current price.

- (R) **MOVED by Mr. Mulrooney, SECONDED by Mr. Bush, to approve the contract renewal with Waste Management for the Maintenance Yard Trash Waste Management. The motion passed unanimously (8-0-0).**

COMMITTEE REPORTS:

Communications Committee:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Lawler, to add to the survey the dog exercise area to question number one, and none of the above for question one. The motion passed unanimously (8-0-0).**

APPROVAL OF THE JANUARY 15, 2025, BOARD MEETING MINUTES:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Wicker to approve the January 15, 2024, Board meeting minutes as presented. The motion passed unanimously (8-0-0).**

MATTERS FOR BOARD INFORMATION:

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

MOTION TO MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED by Mr. Bush, SECONDED by Mr. Lisanick, to recess Open Session at 9:51 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 LEAVE EXECUTIVE SESSION:

- (R) **MOVED WITHOUT OBJECTION by Mr. Mulrooney to leave the Executive Session at 10:00 p.m. The motion passed unanimously (8-0-0).**

Meeting Adjourned at 10:00 p.m.