

REPORTS

General Manager's Report

Parkfairfax Condominium

UNIT OWNERS' ASSOCIATION

Board of Directors Meeting– June 18, 2025

General Manager's Report - Submitted on Thursday, May 15, 2025

1) **Building 849 – Roof Replacement Completed:**

Preparations for replacing the roof of Building 849 began on Friday, May 30. Absolute Roofing's team deployed materials and machinery and started the work the following Monday.

They worked throughout the week and completed approximately 98% of the project by Friday, June 6, with some final details to be finalized by Wednesday, June 11.



Management experience working with Absolute Roofing was very positive. Their communication and preparations during the logistics meeting defined a clear path to completion and managed residents' expectations during the project. Representatives from Brava Tile were also on site during the project.

Management received no complaints from residents during the project. The work area was always kept secure and clean.

The only observations we received were a few comments from delivery companies, such as Amazon or UPS, regarding their uncertainty about where to leave their packages. We will address this next time by putting up signs.

See the final product photo below:



Approximately 4,800 old tiles were salvaged for sale to Reclaimed Roofs, Inc.

2) 17 Trees Removal Plan- Update:

Management is collaborating with the landscape committee to develop a plan to remove all critical trees identified in the Wetlands tree survey.

The idea is to categorize them based on urgency, risk, and location, with the removal process scheduled over the span of five months.

3) Building 850 Roof Replacement – Update:

Representatives from Gates Building Envelope, the sole distributor of Ludowici tile in the country, have informed us that Ludowici, the manufacturer, has delayed Parkfairfax's tile order for the roof replacement of Building 953 by eight months and will most likely not be ready to ship until later in December.

Parkfairfax expressed its disappointment **at** the news, to which the distributor later replied, indicating that the order would be completed by the second week of August.

4) Building 317 – Update:

There was a city inspection during the last week of May, which did not pass due to a leaky roof and some plumbing issues.

Parkfairfax addressed the roof leaks and plumbing issues during the first week of June, and a second inspection is scheduled for Wednesday, June 11.

The inspection will focus on the previously mentioned items and framing, given that the electric work inspection has already been passed.

Once the inspection is passed, the contractor will proceed with drywall finishing, window installations, and interior painting.

ServiceMaster NCR estimates the work to be completed and the final inspection scheduled for the end of June.

The homeowner and management have been in constant communication with the project manager, and all parties are currently satisfied.

5) Wood Trim Replacement Project - Update:

Per Board direction, Management has instructed Kolas Contracting to use nails instead of the Cortex fastening system.

For the next three to four months, Kolas will be working on the trim replacement of the following buildings:

952	954
956	958
960	962
964	966
968	970
972	971
969	967
965	963
961	959
957	955
953	951
949	947
945	943
941	939
937	935
933	931

During the project, Kolas Contracting Inc. will notify management if any issues are discovered (i.e., damaged brick/mortar/wood rotted/gutters or downspouts).

6) Building 828 Differential Settlement Assessment – Update:

On Wednesday, June 4, Walker Consultants conducted a field evaluation of building 828 to perform investigative work and determine the extent of the potential differential settlement observed during their March 2025 site visit.

They are currently evaluating the data obtained from the field inspection and will provide their findings and general conceptual recommendations within two weeks. Once these findings are reported, they will be included in the July management report.

7) Tuckpointing Phase III – Update:

The contractor has chosen a mortar color that closely resembles the aged mortar of the buildings, rather than matching the original color.

Phase III of the mid-priority buildings' brick masonry façade repair program began on Monday, May 5. The following medium-priority buildings will participate in this project: 712, 720, 721, 724, 726, 729, 730, 732, 734, 737, 205, 207, 213, 214, 218, 226, and 230.

So far, the first eight buildings have been completed. They aim to finish the project by the end of July.

8) Landscaping and Financial Mgmt. RFP – Update:

Requests for Proposals for the landscaping contract have been sent out to all six service providers previously agreed upon.

Requests for Proposals for the Financial Services have been sent initially to 6 management companies. Later, another four were added, bringing the total to 10.

All bids should be received by July 30th.

FINANCIALS

The variance report is based on Barkan's **April** financial statements.

APRIL 2025 VARIANCE REPORT							
Expenses Negative Variances Over 10 % of the Annual Budget							
GL-ACCOUNT	Mthly Expenses	Mthly Budget	Mthly Variance	YTD Actual	YTD Budget	Annual Budget	Comments
Computer Expenses	\$4,548.00	\$1,750.00	(\$2,798.00)	\$25,320.00	\$19,250.00	\$21,000.00	Access Cards/Control quarterly payment

MAINTENANCE

June 10, 2025

EMERGENCY WORK PERFORMED

On May 10, 2025, Bldg. 602 Irrigation system installed
On May 12, 2025, Bldg. 944/1615 Tree fell on building
On May 12, 2025, Bldg. 533 Tree fell in Tot Lot 1
On May 14, 2025, Bldg. 950/1647 Gable and trim replacement
On May 16, 2025, Valley Tennis Court, (3) trees fell near tennis courts
On May 17, 2025, 112/3111 Collected mold samples
On May 17, 2025, Tree fell into Valley Dr Storm drain from Woodlands
damaging chain link fence
On May 23, 2025, Valley Dr Fence repaired by Alaska Fence
May 27, 2025, Bldg. 919/1670 LUX completed foundation work

ROUTINE MAINTENANCE

Daily policing of grounds for falling limbs and bulk trash. Over the past few weeks, the Operations Department completed inspections of equipment maintenance, shop cleaning, and safety.

On May 14, 2025, Attended A&PB Monthly Meeting
Staff continue to clear storm drains in assigned areas.
On May 30, 2025, Synthetic Roofing tiles delivered to Maintenance Yard
On May 31, 2025, Pools open
On May 6, 2025, Trim Replacement 921, 923, 925, 927, 929
Plumbers continue to check boiler rooms and heaters for leaks.
Hot water heater maintenance
Sealing squirrel access points
Roofing inspections.
Association Owned vehicles cleaned weekly.

INSPECTIONS

Declining tree inspections (Arborist)
Terracotta roofing tile inspection.
Ward 5 Paint Warranty Inspection
Attic Inspections
Declining Stoops
Parking inlet striping
Vinyl fencing
Asphalt and concrete inspection
Crawlspace gas line inspection
Building trim inspection

Project Description: Building Gas Pipe Repair/Replacement

The Association is undergoing a multi-year project to replace the old, declining gas pipes with the assistance of J.D. Rellek inspections and staff findings. This project is being funded through the Reserves Account. Completion is contingent upon the funds allocated for the gas pipe replacement/removal project. **240 buildings remain to be completed for this project. 46 buildings have been completed**

Project Description: Building Wood Trim Replacement

The Association is undergoing a multi-year project to replace the building's wood trim with PVC. This project is being funded through the Reserves Account. Completion is contingent upon the funds allocated to this project. Eighty-six buildings remain to be completed for **this project. This work is underway in Ward 2.**

Project Description: Building Stoop Replacement

The Association is undertaking a multi-year project to replace deteriorating stoops caused by poor pitch or water infiltration. This project is being funded through the Reserves Account, and replacements are made on an as-needed basis.

Project Description: Ward 5 Painting

Williams Professional Painting is scheduled to begin work on June 16th in Ward 5. They will start in the 200's which is at the bottom of Ward 5. Ward 5 will receive a blast on Monday, June 9th alerting all of the upcoming paint cycle. Unit owners in the 200's will receive notification of start date being June 16th.

Work Performed:

- Trim Replacement
- Bldg. 602 Irrigation system installed
- Pool deck washing
- Bike Share
- Monthly Safety Meeting
- Valley Drive Tennis Court Drainage
- Bldg. 919/1670 Foundation Repairs
- Bldg. 950/1647 Interior repairs
- Pilot Project 849
- Pool Health Inspections
- Pool Electrical Inspection
- Building Tuck pointing

Work Anticipated:

- Asphalt repairs
- Sidewalk repairs
- Gas line replacement
- Pilot Project 953
- Pickleball court striping/Valley Drive
- Ward 2 Trim Replacement
- Ward 5 Paint Warranty Inspection