

REPORTS

Committee Reports

Parkfairfax Activities Committee Meeting – JUNE 2025

Review/Discussion			
<ul style="list-style-type: none"> • Successful Snow Cone event • Any Destash Updates? 			
Activities Committee Event Dates 2025			
▪	Saturday, June 21 st	Summer Concert #1	Jameson Green Band
▪	Saturday, July 19 th	Summer Concert #2	Karl Stoll and the Danger Zone
▪	Saturday, August 23 rd	Summer Concert #3	Whiskey Before Breakfast
▪	Saturday, September 6 th 11AM-1PM	Doggie Dip!!!	Lyons Lane Pool – Karen will check with the Recreation Committee on pool usage.
▪	Saturday, October 18 th	Yard Sale	Andrea acknowledged that the yard sale will be on Saturday, October 18 th .
▪	Saturday, November 8 th 5-7PM	Wine & Cheese	
▪	Sat Dec 6 th or Sun Dec 7 th	Tree Lighting	Alexandria Choral Society confirmed their attendance. We await their date/time of performance start decision.
Other Responsibilities			
<ul style="list-style-type: none"> • Create and post event advertisements for both FB groups and weekly e-mail blast. • Updated event page for March Forum newsletter. 			

Architecture & Planning Board
Board of Directors report
June 11, 2025

Committee Members:

Member	Role	Present/Not Present
Gary Hucka	Chair	Not Present
Paula Martori	Vice Chair	Present
Kate Mann	Committee Member	Present
Ann Wheaton	Committee Member	Present
Valerie Hassett	Committee Member	Present
Alexandria Swan	Committee Member	Present
Vacant	Committee Member	
Scott Mulrooney	Board Liaison	Present

Residents/Guests:

Resident/Guest	Concern	Title
NA		

Agenda (Start 7:00 PM):

1. Dryer vent cap discussion:

- a. Dryer vent cap “bake off “– The Parkfairfax Director of Operations took an action item at the last APB meeting to have his maintenance team compare the installation process of dryer vent caps and return to the committee with a dryer vent cap recommendation.
- b. Director of Operations Recommendation: Based on my inspection and final observation, I suggest that unit owners install the heavy 26-gauge galvalume© steel body w/powder coating. The 1” inset of the vent door prevents birds from using their beaks to enter. The cost of 43.95 is on the higher side, but the vent cap will have a longer life span.

A&PB recommendations to the Board:

- Place an article in the newsletter that reminds unit owners that dryer vents/caps need to be cleaned regularly, and the risks associated with not cleaning your dryer vents/caps.
- If storage space allows the committee recommends that the Parkfairfax maintenance team have a stockpile of the preferred vent cap in white and brown for unit owner purchase.
- For new installations unit owners should be encouraged to purchase the heavy 26-gauge galvalume© steel body w/powder coating, and magnetic closure. (See Appendix A for vent cap information).
- For the replacement of existing vent caps the committee recommends that the Parkfairfax maintenance team staff should do the replacement to ensure the installation is standardized (drilling brick, caulking, etc.).
- For maintenance team replacements, the unit owner should pay for the cost of the vent cap. Parkfairfax Management should decide if they will charge for labor, and the method of replacement (Buildium requests, ward by ward regular maintenance, etc..).

Architecture & Planning Board
Board of Directors report
June 11, 2025

2. Roofing project discussion:

- a. Tiles are very monolithic, would be nice if it was more monotone.
- b. Errant nails – The contractor is responsible for the policing of errant nails and are sweeping the grounds with large magnets to find them. The only issue that has been encountered is with errant copper nails as they will not attach to the magnet and have to be visually found.
- c. Attics – Parkfairfax is going to inspect attics to determine the impact of the roof replacement. Residents were told that moving or protecting items stored in the attic prior to the roof replacement was their responsibility.
- d. The contractor did site cleanup every day, and overall, the job site has been very clean throughout this project.
- e. Ridge and rake tiles not delivered as part of original tile order, this was a Brava issue, not an issue with Absolute Roofing who immediately discovered the problem and worked with Brava to resolve.
- f. Parking communication – restriction of parking lot availability needs to go out to all adjacent buildings.
- g. Decking board – not allot of rot, less than 1 percent had to be replaced. This was surprising as this particular roof had several leaks, vent stack replacements and tree branch damage. A testament to our terra cotta roofs!
- h. Postal Service and Delivery drivers - During demo days, mailmen and amazon delivery drivers expressed concern with navigating the scaffolding.
- i. Recycle – Absolute Roofing was able to recycle 4500 old tiles. The recycling with provide Parkfairfax with a rebate of around \$3000.00 (waiting on the final invoice).


Architecture & Planning Board
Board of Directors report
June 11, 2025

Appendix A – Vent Cap Recommendation:

[Dryer Wall Vents](#) | [Nixalite](#)


Item #: DWV4B

Color: Brown or White depending on your building color.




Pest Bird & Wildlife Control Products

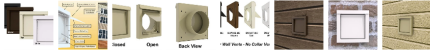
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[Nixalite.com](#) »



Black
Brown
Tan
White



Dryer Wall Vents



The low profile DryerWallVent® is a superior, safer choice for venting dryer exhaust to the exterior. Engineered for a quick, perfect fit for both vent replacement and new construction, this stylish and durable enclosure meets or exceeds all code requirements for safe dryer venting. Heavy gauge Galvalume® steel body with powder coating ensures a long duty life. Clean lines make a nice aesthetic contribution to every home.

The dryer's exterior termination has often been treated as an afterthought. Many vents are constructed of plastics which deteriorate over time. Some vents are built with light weight metal, extruding far from the wall, which makes them prone to damage. Dryer Wall Vents are built to last! Durable powder coated colors on heavy duty 26 gauge Galvalume steel.

Dryer Wall Vents

Item: Brown Dryer Vent ▼

Item #: DWV4B

Price: **\$43.95**

Qty: [Add to Cart](#)

Architecture & Planning Board
Board of Directors report
June 11, 2025

Appendix B – Correct and Incorrect Installation of Recommended Vent Cap:

Correct Installation



Incorrect Installation



Architecture & Planning Board
Board of Directors report
June 11, 2025

Appendix C – Roof Pictures:



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Board of Directors report
June 11, 2025



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Board of Directors report
June 11, 2025



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Board of Directors report
June 11, 2025



BUC Committee Meeting Report
June 11, 2025, 7:00pm

Present: Dan Ebeling, Megan Kirin, Scott Knudsen, Mike Rothenberg

Meeting called to order at 7:07

WaterWise Update: Mike reported that the Board approved an extension to the WaterWise program from 6/1/25 – 1/31/26. To improve participation in the program, the Board will offer entry in a raffle for a free party room rental to all participants in the program.

In the first cycle, 28 units were serviced as a part of the program, and Guy Andrew reported that ~25 requests are currently pending for inspections or repair.

Mike met with the plumbing crew and reported that they were not involved in the initial development of the program and had some concerns. A compromise was reached where they can opt out of conducting some repairs if it would cause bigger problems.

The plumbing crew will also start conducting inspections without requests. They hope to inspect based on the water heater loops of 5-6 buildings at a time, and hope the BUC can provide a priority list of buildings based on the Water Meter Monitoring Project.

E-Bike-Bike Subcommittee Update: Megan reported that the Subcommittee is actively gathering data on pricing, insurance and legal questions around E-bike storage. Mike shared that the General Manager is willing to arrange a meeting with the association's insurance broker.

Call for Bike Storage Survey Volunteers: Mike reported that there were some volunteers identified to conduct a survey of current bike storage rooms, and some surveying is already underway. Similar surveys have been conducted in the past and Mike will send what data he has to the committee for review.

Capital Improvement Fund Survey Early Results: Mike reported that the Capital Improvement Fund Survey received 784 responses. He is currently working with the Robin Davis, Diana Buttram, and Caitlin Counihan to analyze the data. Data will be reported at the July board meeting and made available at that time.

Vote to Appoint BUC Chair

Dan Ebeling was nominated to serve as chair of the BUC by Megan Kirin, seconded by Scott Knudsen. Dan Ebeling was appointed unanimously.

Meeting adjourned at 7:44pm

Parkfairfax Covenants Committee
Report to the Board of Directors
June 10, 2025 – 7:00p

Attendees:

Participant	Role	Present/Not Present
Eric Keber	Committee Chair	Present
Anita Van Breda	Committee Vice Chair	Present
Kristine Miller	Committee Member	Present
Angel Rivera	Committee Member	Present
Whitney Mitchell	Committee Member	Present
Elaine Lawler	Board Liaison	Present
Lolita Clark	Covenants Director	Present
Dana Cross	Assistant General Manager	Present

Applications Considered

Non-Routine Change	Address	Action Taken	Comments
HVAC	3238 Gunston Road	Approved	Approved with the stipulation that the owner submit a copy of the final permits to the Association office.
HVAC	3304 Valley Drive	Approved	Approved with the stipulation that the owner submit a copy of the final permits to the Association office.
HVAC	3316 Martha Custis Drive	Approved	No Comment

Other Matters

Board Liaison, Elaine Lawler, provided a brief overview of the presentation to the Board regarding proposed dog recreation areas that took place at last month's meeting and addressed any implications for the Covenants Committee.

Dana Cross reminded Committee members whose terms are expiring to submit letters of intent to continue serving if they wish to do so.

The meeting was adjourned at 7:24p.

PARKFAIRFAX FINANCE COMMITTEE MEETING

June 5, 2025

Attendees:	Committee Members:	Greg Drone, Tim Buzby
	Board Members:	Mark Rothenberg, Treasure/ Liaison, Dave Bush

Treasurer Mark Rothenberg reported on association's current assets and reviewed possible investment options that will achieve the most favorable interest rates.

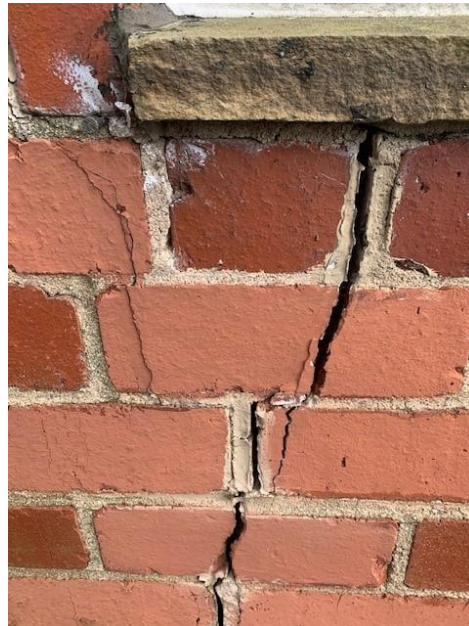
Reviewed Reserved Fund balances and projected balances 2026-2030.

Reviewed \$40 million capital repair plan.

Parkfairfax Finance Committee
June 2025

2020 DMA Reserve Study

Repair funding plan and where we are today.



A new study arrives

In December 2020 DMA prepared a new reserve study.

DMA identified 2,006 **components** (285 roofs, gutters, 15 vehicles, 3 pools, boilers etc.).

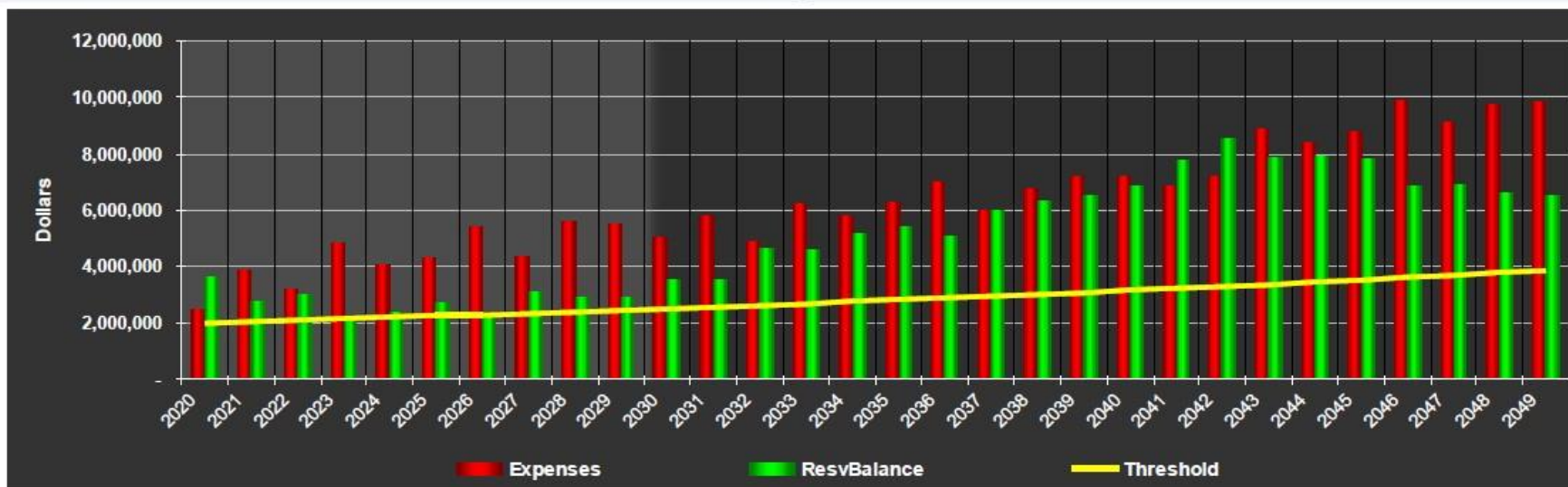
The new study projected component **replacements** from 2020-2049.

Each component was given a **replacement date** as well as the **estimated replacement cost**.

And just as important, DMA provided a **funding plan** for these replacements.

The funding plan 2020-2049

Reserve Funding NAVIGATOR™



Cash Flow Summary

Years 1 - 10	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Beginning Balance	\$3,397,188	\$3,634,155	\$2,760,971	\$3,015,371	\$2,144,327	\$2,405,266	\$2,744,032	\$2,332,622	\$3,136,577	\$2,865,152
Transfer To Reserve	\$2,701,360	\$2,971,496	\$3,417,220	\$3,929,804	\$4,322,784	\$4,668,607	\$5,042,095	\$5,188,316	\$5,338,777	\$5,493,602
Investment Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Projected Expenditures	-\$2,464,393	-\$3,844,680	-\$3,162,820	-\$4,800,848	-\$4,061,845	-\$4,329,840	-\$5,453,506	-\$4,384,360	-\$5,610,203	-\$5,468,391
EOY Reserve Balance	\$3,634,155	\$2,760,971	\$3,015,371	\$2,144,327	\$2,405,266	\$2,744,032	\$2,332,622	\$3,136,577	\$2,865,152	\$2,890,362
Threshold	\$2,000,000	\$2,045,800	\$2,092,649	\$2,140,570	\$2,189,590	\$2,239,731	\$2,291,021	\$2,343,485	\$2,397,151	\$2,452,046
Transfer Change +/- (%)	0.00%	10.00%	15.00%	15.00%	10.00%	8.00%	8.00%	2.90%	2.90%	2.90%
Investment Income Rate	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Projected Expenditures: The inflation rate for future expenditures is compounded annually at: 2.29% Transfer Change: The % increase/decrease of the Reserve Transfer from previous year. Reserve Balance: All annual reserve account balances are end of year balances after deposits and expenditures. Deposits are not shown on this graph. Threshold: A minimum amount for Reserve Funds, indexed to inflation in future years. Current setting: \$2,000,000.00										

The funding plan begins with year 2020

The plan begins with the December 2020 Reserve Account balance

Beginning balance in reserve account 12/2020	\$3,397,188
The plan anticipates we would collect reserve assessments	\$2,701,360
The plan anticipates we would spend for repairs	\$2,464,393
The plan projects the end of year balance in reserve account	\$3,634,155
AND we would always maintain a minimum in the account (threshold)	\$2,000,000

DMA Funding Plan for 2026

The 2020 DMA Reserve study projected that in 2026 we would. . .

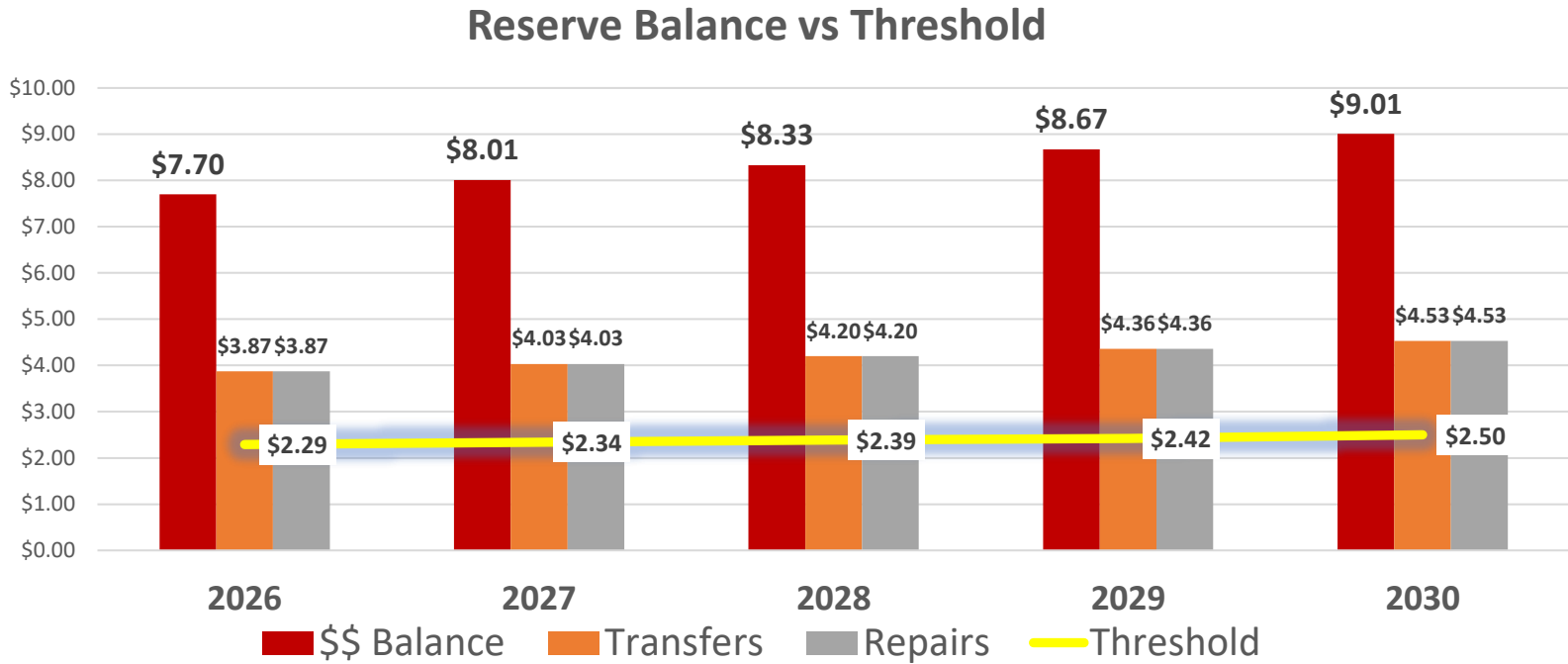
Begin the year with a balance in reserve account	\$2,744,032
Collect from unit owners as assessments	\$5,042,095
Spend on repairs	\$5,453,506
End the year with a balance in reserve account	\$2,332,622
Maintain a minimum in the account (threshold)	\$2,291,092

DMA Projections vs 2026 Actual

	DMA	Actual
Beginning year balance	\$2,744,032	\$7,708,578
Collected assessments	\$5,042,095	\$3,883,818
Spend on repairs	\$5,453,506	\$3,883,818
End the year with a balance	\$2,332,622	\$8,016,921*
Minimum balance (threshold)	\$2,291,092	\$2,291,092

*Includes anticipated 4% interest income

Projected Reserve Balances 2026-2030



Reserve Balance 4/30/2025 \$7,708,578

Threshold is the minimum balance that must be maintained. The current threshold is \$2.29M

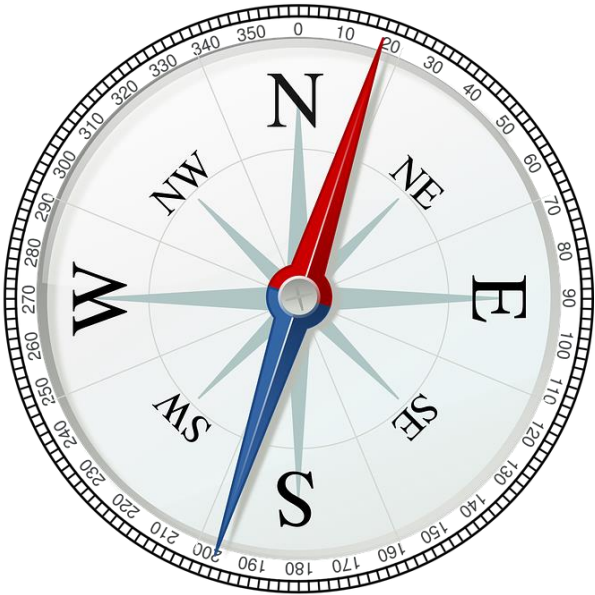
Sources: 2020 DMA

Projects 4% interest income and 4% inflation for repairs.

Continue on course or make adjustments?

In 2020 DMA predicted we would start the year with a balance in the Reserve Accounts of
Our current balance in the Reserve Accounts is

\$2,744,032
\$7,708,578



Finance Committee: Greg Drone, Tim Buzby, Gary Hucka

Parkfairfax Condominium Landscape Committee Report June, 2025

During the June meeting, the committee reviewed the Davy Tree Survey and outlined several key recommendations and next steps. These included improving access to tree data in the field, clarifying maintenance responsibilities for surveyed areas near Parkfairfax, and ensuring all Priority 1 tree work is completed by the end of the second fiscal quarter. The committee also emphasized the need for a long-term tree planting and invasive removal strategy. Additional updates included a successful Landscape Café event with over 40 attendees and the implementation of pollinator-safe Mosquito Buckets at pools to control mosquito populations without harming local wildlife.

Davy Tree Survey Recommendations

Survey Enhancements & Data Access:

- Request an overlay map to distinguish various levels of pruning and maintenance.
- Coordinate with Davy Tree to make tree maps and data more accessible in the field, addressing current challenges with file size and mobile access.

Maintenance Scope Clarification:

- Clarify responsibility for trees in areas adjacent to Parkfairfax (e.g., Tennessee & Valley, Liberty Gas area) that were included in the survey—confirm if they fall under UOA jurisdiction.

Next Steps with Management:

- Ensure all Priority 1 (Critical) tree work—pruning and removals for 64 trees—is completed by the end of Q2 of the fiscal year, as budgeted.
- Prioritize care for 10 trees needing larger mulch rings and immediate attention.

Scope for Future (direction needed from Board on priorities):

- Develop a phased plan for needing pruning or removal, recognizing the cost implications across budget cycles.
- Include wooded areas in future surveys, as recent tree falls have occurred in unsurveyed lots.
- Create a long-term tree planting program to address the aging tree population and replace removals.
- Launch a targeted invasive removal effort, especially in high-impact areas like between Mt. Eagle and Preston, where vines are visibly harming trees.

Landscape Committee Report

June 2025

Page 2

Gardens in the Park Month is Here!

- **Landscape Café** rescheduled from June 7 to June 8 to avoid scheduling conflict with a Board workshop was a great success. Over 40 residents participated in the event, which included a plant exchange and gardening consultations from volunteers.
- **Upcoming Events:** A flyer outlining future Gardens in the Park programming is attached and additional events are scheduled in the coming weeks.

Mosquito Control at Pools

- **Implementation:** Management, with support from the Committee, has introduced Mosquito Buckets—a safe and pollinator-friendly method of mosquito control using Bti bacteria in standing water.
- **Benefits:** This method avoids harmful fogging sprays, effectively targets mosquito larvae, and is safe for pollinators, children, and pets.
- **Resident Awareness:** Buckets will be marked with a sticker for easy identification.





Parkfairfax Landscape Committee

Gardens in the Park

A month of events and activities for residents to connect with nature and celebrate the vibrant community of Parkfairfax.

June 21 @ 9 AM - Parkfairfax Tree Walk

Learn about native and non-native trees that shape our green spaces—
from towering oaks and graceful maples to lesser-known species with fascinating histories.

June 28 @ 9 AM - Turtle Walk

This fun and relaxed walk is all about celebrating the unique personality of Parkfairfax. Along the route, we'll highlight interesting tree species and discuss their importance to our environment.

July 12 @ 9:30 AM -

Mimosas at the Mimosa @ Quaker Lane Oasis Beds

Enjoy a refreshing mimosa (or two!) while learning about the impact of invasive plants on our local ecosystem, including the mimosa tree itself.



welcome
Spring

Recreation Committee Report

June 18, 2025

The Recreation Committee met at 7:00 p.m. on June 2, 2025, via Zoom.

Members:

Lisa Harger, Chair
Cindy Engelhart
Neel Lassetter
Karen Terry
Michelle Wagner
Bob Brown (absent)
Paul Friedman (absent)
Sara Rasmussen (absent)

Guests:

Dave Bush

Liaison:

Jim Wicker (absent)

Discussion:

1. Pool

Lisa Harger reported that the Board has deferred any decision about extending the pool season until Francisco Foschi, General Manager, has had the opportunity to speak with High Sierra. The Committee's outstanding request is to reappropriate money already allocated to the Recreation Committee (to host events at the pool) to be used to extend the pool season (by keeping one pool open for two weekends after Labor Day).

2. Movie Night

The Committee decided to provide their movie preferences to Lisa Harger via email, who will sort the top five selections. These top five will be presented to the community for a vote, and that is the movie that will be shown at Movie Night on August 2nd. The Committee proposes the attached survey be open for the next two weeks, pending the Board's approval.

3. Website Efforts

Further to the Communications Committee's request, the Recreation Committee looked at the current website. The general consensus is that we would like to add a list of all Parkfairfax amenities as well as a hiking trail map.

4. Dog Areas

Lisa Harger reported that Caitlin Counihan presented her research on dog exercise areas to the Board, and that the Board seemed interested in hearing additional information from the Recreation Committee. The Committee also observed the Facebook discussion, which indicated a lack of awareness on the details and subsequent concerns about the proposal. Cindy Engelhart noted that our newly built adjacent community, Avalon, has a private fenced dog park with agility equipment for their residents. She proposed that we continue to obtain case studies where private dog facilities have been successfully incorporated into apartment communities along with the characteristics of each location.