

MINUTES

July 16, 2025 Meeting Minutes

**PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING**

**July 16, 2025
3360 Gunston Road
Alexandria, VA 22302**

ATTENDANCE:

Directors Present: Scott Mulrooney, President, Caitlin Counihan, Vice President; Mike Rothenberg, Treasurer; Scott Buchanan, Dave Bush, Lucille Eddy, 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 (*arrived at 7:34 p.m.*); Donna Young, Recording Secretary

CALL TO ORDER:

President Scott Mulrooney called the Board meeting to order at 7:00 p.m., with nine (9) members of the Board in attendance, and welcomed everyone to the meeting. Mr. Mulrooney announced that this will be Mr. Francisco Foschi, General Manager's last Board meeting and that he will be leaving Parkfairfax.

APPROVAL OF THE AGENDA:

- (R) **MOVED by Mr. Wicker, SECONDED by Ms. Lawler, to add to the agenda the Recreation Committee's request to extend the pool season. The motion passed (7-2-0). Mr. Mulrooney and Mr. Rothenberg opposed.**
- (R) **MOVED by Ms. Eddy, SECONDED by Ms. Lawler, to revisit the discussion of an Action Item List. The motion passed unanimously (9-0-0).**
- (R) **MOVED by Mr. Buchanan, SECONDED by Ms. Lawler, to approve the agenda as amended. The motion passed unanimously (9-0-0).**

POLICE REPORT: Sergeant Santos, with the Alexandria Police Department, provided the following police report: Over the last 30 days, an identity theft occurred, and destruction of property occurred when a tree fell on several cars. Sergeant Santos reminded the community to be vigilant with their packages and **"If You See Something, Say Something."**

APPROVAL OF THE JUNE 18, 2025, BOARD MEETING MINUTES:

- (R) **MOVED by Mr. Lisanick, SECONDED by Ms. Eddy to approve the June 18, 2025, Board meeting minutes as presented. The motion passed unanimously (9-0-0).**

RESIDENT'S FORUM:

Homeowner Cindy Engelhart: Mentioned the following: she hopes that the Management system stays the same, that the pool hours be extended after Labor Day, and that a bulletin board be installed at the bus stop.

Homeowner Kathleen Cassidy: Shared concerns about the removal of English Ivy from the hedges in Parkfairfax, as well as the use of clover in the grass seed (clover attracts bees).

Dave Bush: Raised the concern of a large hole that Management needs to address near the transformer.

Scott Knudson: Provided information and clarification to the subjects of English Ivy and why the Landscape Committee recommended to Management that a grass Clover mix should be used.

Daniel Ebeling: Thanked the Board for approving him as the new Chair of the Buildings and Utilities Committee (BUC).

GENERAL MANAGER'S REPORT:

Mr. Foschi raised the following subject matters for Board consideration/follow-up:

Building #828 & #822 Settlement Report: Once the Board receives the draft specifications to do the repairs from Walker Consultants, a decision should be made on when the project will take place.

New Bank Apps: This matter will be revisited at another time.

COMMITTEE REPORTS:

Landscape Committee: Mr. Bush inquired about the status of hiring a Landscape Manager for Parkfairfax and the Landscape Contract RFP. Mr. Foschi stated that Ms. Robin Davis will be overseeing the matter(s) and will be in receipt of proposals by July 31, 2025.

Covenants Committee: Ms. Lawler stated that the Committee will continue to work on the Top 10 Contributors to community violations, and this matter will be revisited.

MATTERS FOR BOARD DECISION:

May 2025 Reserve Expenditures:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Rothenberg, to approve the May 2025 Reserve Expenditures in the amount of \$211,176.87, with funds to come from GL 9901.015, Reserve Expenditures. The motion passed unanimously (9-0-0).**

Dryer Vent Cap Replacement Program Relaunch:

- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Mulrooney, that we notify resident owners in writing who have caged dryer vents that they are in violation of Virginia City and State Code, and must come into compliance with said code. The motion passed unanimously (9-0-0).**

Recreation Committee Proposal for Extended Pool Hours:

The Board discussed the request and proceeded to vote on the matter as follows:

- (R) **MOVED by Mr. Bush, SECONDED by Ms. Eddy, to have the pool open every day of the week at a cost of \$8,730. The motion failed (2-7-0). Mr. Mulrooney, Ms. Counihan, Mr. Rothenberg, Mr. Buchanan, Ms. Lawler, Mr. Lisanick, and Mr. Wicker opposed.**
- (R) **MOVED by Mr. Buchanan, SECONDED by Mr. Wicker, to extend the hours of the Martha Custis pool for 2 weekends only, and whatever balance above the budgeted allocated amount be drawn from Owner's Equity. The motion passed (6-3-0). Mr. Mulrooney, Mr. Rothenberg, and Mr. Lisanick opposed.**

MATTERS FOR BOARD DISCUSSION:

Dog Exercise Areas FAQs: Ms. Counihan introduced Mr. Tony Rankin, COO, with the Animal Welfare League of Alexandria, who joined the meeting virtually and shared a detailed presentation providing information and answers to FAQ's (Frequently Asked Questions) regarding Dog Exercise Areas (DEAs). The Board thanked Mr. Rankin for attending.

Competitive Bidding & Contractor Review Working Group: Mr. Mulrooney provided an overview of what the working group would consist of. The Board discussed the matter and shared different aspects of what the group's purpose would and/or should be.

Board Review / Editing of Monthly Forum: Mr. Mulrooney asked if someone would be willing to assist with the editing of the Monthly Forum Newsletter. The Board discussed the matter further. Ms. Lawler volunteered to assist Lolita Clark with the Monthly Forum Newsletter.

Income Tax Explanation: Mr. Foschi provided an explanation to the Board regarding a Tax Extension Payment. Mr. Foschi will follow up on the payment and reimbursement of funds paid. This matter will be revisited.

Alexandria Plug-In Program – EV Station Grant: Mr. Gronenberg provided information regarding the promotion of EV Charging stations throughout the City and multifamily communities. Mr. Gronenberg shared that the City is looking at the Virginia Clean Cities program and that if Parkfairfax decides to proceed, it will receive a \$10,000 grant for installing a second EV Charging station. Mr. Gronenberg stated that he will be attending a meeting with the City next week, and they will perform a site visit of Parkfairfax. Mr. Gronenberg stated that if Parkfairfax commits to the program, there is a 12-month deadline to claim the money.

Action Item List: Due to time constraints, this item will be revisited at the August 20, 2025, Board meeting under Matters for Board Discussion.

MATTERS FOR BOARD INFORMATION:

August 20, 2025, Agenda Items: Action Item List; A Bulletin Board at the Bus Stop, and Incoming RFPs. Additions to the agenda should be submitted before the August 20, 2025, Board meeting.

Year-End May 2025 Financials: Mr. Bush shared financial information in accordance with the year-end May 2025 financials that could result in a \$217,000 surplus.

MOVE INTO EXECUTIVE SESSION:

- (R) **MOVED BY UNANIMOUS CONSENT**, to recess Open Session at 9:16 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. Lisanick, **SECONDED** by Mr. Rothenberg, to extend the meeting at 9:29 p.m. for 30 minutes. The motion passed (7-2-0). Mr. Buchanan and Mr. Bush opposed.

MOTION TO LEAVE EXECUTIVE SESSION:

- (R) **MOVED WITHOUT OBJECTION** to leave Executive Session at 9:58 p.m. The motion passed unanimously (9-0-0).

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Mulrooney, that we select the recruitment firm, discussed in Executive Session, and move forward with that process, and appoint Jeff Lisanick, Lucille Eddy, and myself (Scott Buchanan) to the search committee to work with that consultant for that process. The motion passed (8-1-0). Mr. Bush opposed.
- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Mr. Bush, that we agree to let Ms. Dana Cross proceed with the outcome discussed in executive session regarding a waiver request. The motion passed unanimously (9-0-0).

MOTION TO ADJOURN THE MEETING:

- (R) **WITHOUT OBJECTION**, the July 16, 2025, Board meeting was adjourned at 10:00 p.m. The motion passed unanimously (9-0-0).

Meeting Adjourned at 10:00 p.m.