
Parkfairfax Condominium

UNIT OWNERS' ASSOCIATION

Board of Directors Meeting– September 17, 2025

Acting General Manager's Report – Prepared on September 12, 2025

1) **Cage Dryer Vent List:**

Inspections are completed for units in the 100s through 500s, while those in the 600s to 900s are ongoing. Staff have identified 124 units with dryer vent cages. The Covenants Director will start notifying owners in writing about violations of the Virginia State Building Code and the need to comply.

2) **Building 317 – Update:**

All repairs have been successfully completed.

3) **Attic Inspections – Update:**

The attic inspections are nearly complete, with only one remaining scheduled for September 15, 2025. The data has been compiled and will be finalized after the last inspection. Staff will then start entering work orders into Buildium based on the findings.

4) **Bulletin Board – Update:**

The 3 x 5” Bulletin Board at the abandoned bus stop on Valley Drive has been installed.



5) Wood Trim Replacement Project - Update:

Kolas has completed the trim replacement of the following buildings: 952, 953, 954, 956, 958, 964, and 971.

The following 22 buildings remain:

972	970
969	967
965	963
961	959
957	955
968	951
949	947
945	943
941	939
937	935
933	931

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

MAINTENANCE

September 5, 2025

EMERGENCY WORK PERFORMED

On August 5, 2025, Bldg. 509/3740 Removed dead tree
On August 11, 2025, Bldg. 539/1416 Removed dead tree
On August 18, 2025, Bldg. 304/3406 Removed dead tree
On August 26, 2025, Bldg. 954/Preston Rd Water Main Break

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 August 1, 2025, Ward 5 Contracted painting
On August 1, 2025, Ward 5 Contracted trim Replacement
On August 4, 2025, Bldg. 950/1647 Electrical repair
On August 8, 2025, Bldg. 953 Scaffolding
On August 11, 2025, Bldg. 953 Roof Repairs
On August 11, 2025, Bldg. 833 Hydrant install
On August 14, 2025, 811 Training
On August 15, 2025, Truck #18 Repaired

On August 28, 2025, Bldg.828 Parking Lot Striping
On August 28,2025, Bldg. 208 Parking Lot Striping
On August 29, 2025, Bldg. 544 Parking Lot Striping
On August 29, 2025, Coryell Lane Striping
On August 7, 2025, Bldg. 968,970 Trim Replacement

Plumbers continue to check boiler rooms and heaters for leaks.
Staff continue to clear storm drains in assigned areas.
Hot water heater maintenance
Sealing squirrel access points
Association-owned vehicles are cleaned weekly.

INSPECTIONS

Declining tree inspections (Arborist)
Terracotta roofing tile inspection.
Roofing inspections.
Attic Inspections
Declining Stoops inspection
Parking inlet inspection
Vinyl fencing inspection
Asphalt and concrete inspection
Crawlspace gas line inspection
Building trim inspection

MAJOR PROJECTS

Gas Pipe Replacement
SCC Documents Updated
Sewer line replacement
Ward 5 Wood Trim Replacement
Ward 5 Painting
Waterproofing

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 based on funds allocated to the gas pipe replacement/removal project. 222 buildings are left for the completion of this project. 64 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 based on funds allocated to this project. **82 buildings are left for completion of this project. This work is underway in Ward 5**

Project Description: Building Stoop Replacement

The Association is undergoing a multi-year project to replace declining stoops due to poor pitch or water infiltration. This project is being funded through the Reserves Account, and replacement is on an as-needed basis.

Project Description: Gutter Guard

The Association is undergoing a multi-year project to replace the foam guard with a stainless rhino guard. This project is being funded through the Reserves Account, and replacement is on an as-needed basis. **There are 27 buildings left to complete.**

Work Performed:	Work Anticipated:
<ul style="list-style-type: none">- Bldg. 317/3492-3494 Complete- Employee Asbestos Training- SCC Documents- Tot Lots 3,4 Removed- Bldg. 953 Roof Replacement- Trim Replacement- Gas line replacement- Parking lot striping- Landscaping Meeting- Washington Gas Meeting- Ward 5 Trim Replacement- Monthly Safety Meeting- Building Tuck pointing- Tree Removal- Roofing Repairs	<ul style="list-style-type: none">- Asphalt repairs- JD Rellek Employee Gas Training- Tot Lots 2,7- Bldg. 405 Volleyball court grading/In Progress- Association-owned Hydrant Replacement- Bldg. 919/1670 LUX, Grounds Stabilization- Sidewalk repairs- Gas line replacement- Pickleball court striping/Valley Drive