

BOARD INFORMATION

Action Items List

ACTION ITEMS

Parkfairfax Board of Directors

Last Updated: 10/10/2025

Next Meeting: October 15 @ 7 PM

ACTION ITEM	PRIORITY	OWNER	ASSIGNED	COMPLETED	STATUS	NOTES
Capital Improvement Survey follow-up	MEDIUM	BUC, APB, Rec, TLUC	8/20/2025		Not Started	Asked by Scott M. on XXX
Confusion over official & unofficial Facebook communications	MEDIUM		8/20/2025		Not Started	Resident Forum issue. Edit text in wklly email blast & newsletter to explain the differences between FB pages
Mitigate damage/injury from hazardous trees	MEDIUM		8/20/2025		Not Started	Resident Forum issue. What steps are we taking to identify, trim or remove hazardous trees
Covenants violations	MEDIUM	Scott B.	8/20/2025		Pending	Draft something authorizing Management and staff to proceed with addressing violations.
Share information on training program with City of Alexandria for Emergency Preparedness	MEDIUM	management/ resident	9/17/2025		Not Started	Resident's Forum issue - Reba Winstead
Repository for batteries	LOW	management	9/17/2025		Not Started	Dave suggestion - to be at maintenance yard
Repository for bulbs	LOW	management	9/17/2025		Not Started	Dave suggestion - to be at maintenance yard
research on other pest control rather than black boxes/poison	LOW	management	9/17/2025		Not Started	Suggestion from Heather Rodgers - resident's forum
check into old water heaters for scrap	MEDIUM	management	9/17/2025		Not Started	Finance Committee/Dave
remove laundry signs from decommissioned laundry rooms	MEDIUM	management	9/17/2025	10/1/2025	Completed	Proposed by the BUC and approved by the Board at the 9/17 Meeting
windows in laundry rooms - need assessment on replacement - could it be done in this budget cycle	MEDIUM	management	9/17/2025		<div><div></div></div> 50%	to be added to October agenda for discussion
insall 4 pickleball courts at the tennis courts at courts by matenance yard (MC courts)	MEDIUM	management	9/17/2025		<div><div></div></div> 25%	per vote during board meeting, not to exceed \$1K from the CIP
When new GM is in place - to meet with the city on building inspections	LOW	management	9/17/2025		Not Started	in re: building 317 change orders
install bike u racks in front of the exercise room	MEDIUM	management	9/17/2025		Not Started	per vote at the board meeting on 9/17
for reserve expenditures - expand to show what the special projects are and what is included	LOW	management/ treasurer	9/17/2025		Not Started	expand description on reserve expenditures for future "special projects"
update TOR for committees on voting on committee chairs	LOW	management	17-Sep		Not Started	all standing committees are required to have the chairs approved/voted on by the board
pass along Scott M's presentation on roofs to Board	LOW	Scott M./Dana	17-Sep		Not Started	special meeting will take place on roofs before the October Board Meeting - content of presentation will be present via hard copy.
pass along Lancaster presentation to the board	LOW	Robin	17-Sep		Not Started	

[illegible]