

REPORTS

Committee Reports

Activities Committee Meeting Report
January 20, 2026
Parkfairfax Management Office
3360 Gunston Road

In Attendance:

Karen Elsbury - Chair
Rachel Buchholz
Andrea Drone
Joyce Frank
Daphne Yuille

Caitlin Counihan – Board Liaison

I. Call to Order

- Karen Elsbury called the meeting to order at 6:30 on January 7, 2026.

II. Discussion Items

- Recapped the Tree Lighting event in December. Good turnout, everyone enjoyed the choir and thanks again to Santa Perry Shafran and our amazing Parkfairfax driver and helper Donald.
- Will work on getting pictures of each of our events for the Forum.

III. Action Items

- Dates for 2026 Activities:
 1. SnoCones at Martha Custis Pool – May 23rd: Coordinated with first day of pool opening, held just outside pool near volleyball courts. Noon-2.
 2. Home Tour – June 6th, with rain date of June 7th. Joyce does not have any entrants yet, but she will be posting in the Forum and Parkfairfax Unit Owners and Residents Facebook pages.
 3. Summer Concerts at Coryell Open Space – June 20th, July 18th and August 15th. 6-8. ***Requesting that bathrooms stay open until 8:15.**
 4. Doggie Dip Lyons Lane pool, Sept 12th. Noon-2.
 5. Community Yard Sale – TBD September
 6. Wine & Cheese Event, Parkfairfax Community Room, Nov 7th, 5-7pm. Would like timeline for additional lighting on outdoor patio.
 7. Tree Lighting, Spruce Island. Either December 5th or 6th depending on the availability of choir. 5-6.

IV. Adjournment

- The meeting was adjourned at 7:15 pm. Next meeting will be on Wednesday, February 4th, 2026 at 6:30. Karen will be calling in remotely for the February and March meetings while working in Florida.

Activities Committee Meeting Notes 2/4/2026

Wednesday, February 4th. at 6:30pm-7:30pm

Web access: <https://us06web.zoom.us/j/6706419056>

Dial-In: (877) 853-5247

Meeting ID: 670 641 9056

Passcode: 336600

In Attendance:

Karen Elsbury – Chair

Lisa Baranello

Rachel Buchholz

Andrea Drone

Joyce Frank

Daphne Yuille

Caitlin Counihan – Board Liaison

I. Discussion Items

Robin Davis was in attendance and asked if the Landscape Committee could hold their spring event on back patio of Community Room since we use room on the Home Tour date to give out tickets. We were fine with it.

• 2026 Activities:

1. SnoCones at Martha Custis Pool – May 23rd: Coordinated with first day of pool opening, held just outside pool near volleyball courts. Noon-2. **Nothing yet to discuss. Karen will reach out to Moonbounce Man closer to date.**

2. Home Tour – June 6th, with rain date of June 7th. Update from Joyce

Joyce: We have 5 applicants and could possibly accept 2 more. Will take applications until 3/31.

3. Summer Concerts at Coryell Open Space – June 20th, July 18th and August 15th. 6-8. ***Requesting that bathrooms stay open until 8:15.**

Caitlin will facilitate bathroom request. Joyce is reaching out to bands now.

4. Doggie Dip Lyons Lane pool, Sept 12th. Noon-2. **We just need to make sure lifeguard has been secured and budgeted for.**

5. Community Yard Sale – TBD September

Group chose 10/10 as date, with 10/11 for rain date. We will also work on the advertising and outreach for this event. Andrea will coordinate event again.

6. Wine & Cheese Event, Parkfairfax Community Room, Nov 7th, 5-7pm. **Would like timeline for additional lighting on outdoor patio.**

7. Tree Lighting, Spruce Island. Either December 5th or 6th depending on the availability of choir. 5-6.

II. Action Items/Board Items:

III. Misc. Items:

Meeting adjourned at 7:09. Next Activities Committee Meeting is March 4th, 2026

A&PB Committee Report

January 14, 2026

The A&PB held their monthly on Wednesday, January 14, 2025, via Zoom. In attendance were:

Committee Members:

| Member | Role | Present/Not Present |
|-----------------|--|----------------------------|
| Gary Hucka | Chair | Present |
| Paula Martori | Committee Member | Present |
| Kate Mann | Committee Member | Present |
| Ann Wheaton | Committee Member | Present |
| Valerie Hassett | Committee Member | Present |
| Alexandria Swan | Committee Member | Present |
| Brian Mullins | Committee Member/Contractor Representative | Present |
| Scott Mulrooney | Board Liaison | Present |
| Elaine L | Participant | Present |
| Jay F | Participant | Present |
| Katie K | Participant | Present |
| Eric K | Participant | Present |
| Kristine | Participant | Present |
| Josh Bentley | Contractor Representative | Present |
| Anita V | Participant | Present |
| Elaine L | Participant | Present |
| | | |
| | | |

The committee’s activities were as follows

1. Josh Bentley w/ John G Webster and Brian Mullins representing his electrical contracting company each took 15 to 20 minutes each to cover the 3 point below:
 - Are the existing HVAC specifications and conditions found in the field consistent and coordinated. If not, what and where are the conflicts between the HVAC specifications and the field conditions
 - Where do you see opportunities to streamline the approval and installation of the mini-split systems in Parkfairfax
 - What changes are coming to the manufacturer’s equipment such, size, power requirements and/or clearance requirements for the outdoor units.

After their presentations the participants and APB committee members had an open question and answer period in which to ask questions.

2. A wrap-up followed the presentation and Q&A session. The wrap-up covered the following points:
 - The APB and Covenants Committee will discuss internally the contractor presentations and the Q&A

- The APB will begin revisions to the existing specification over the next 3 to 4 months with the goal to have a revised draft for circulation in the August to September times frame.
 - The contractors and participants were released at this point and the APB continued the meeting to the next agenda item: Window specifications.
3. The Window Specification and diagrams were discussed. A motion was made to approve the specifications, diagrams and attachment for the Parkfairfax BOD review at their February meeting. The motion passed.

The revised specifications revised or updated the following:

- Update the allowable materials window materials to include fiberglass and aluminum clad windows
- Include the option for awning windows in bathrooms and kitchens
- Include the option for fixed windows in certain stairway locations
- Allowed for the replacement of the remaining units with steel casement windows with substantially similar steel casement window with Parkfairfax BOD approval
- Updated the window diagrams to include the bays windows for the first time.
- Updated the window diagrams were updated
- Attachment A was included which shows the allowable window types.

Meeting adjourned at approximately 8:50 PM.

BUC Meeting Report

February 11, 2026

Present: Dan Ebeling (chair), Cindy, Heather, Mike, Scott, Jim, Wendy, Dave

Meeting called to order at 7:08pm

Water Meter Usage Database: Data from November and December has finally been added to the database, albeit they came together as combined data, not as individual months so accommodations had to be made. January data and billing info is not yet available. In the fall, Jim had identified six cold water circuits (loops) that had above average usage. One of those circuits has returned to average, but the remaining five are still high. The committee will be following up with staff about the progress of inspecting these circuits.

Laundry/Storage Room Improvements: The committee discussed many different options for improvements to laundry/storage rooms and is gathering data on different options for additional storage, small lockers, garden tool storage, improved bicycle storage, bicycle lockers, and prefabricated dog washing stations. The committee also discussed replacing light switches with timers or motion sensors but is awaiting information from staff about best practices for installation.

Bicycle Donation Drive: In an effort to reduce the demand for bicycle storage, the committee is planning to host a bicycle donation drive. The drive will be conducted in April and May. Staff has agreed to set aside space in the yard for bicycle drop off and storage. The committee has confirmed that Velocity in Arlington can pick up a large number of bicycles, will restore them if needed, and give them to individuals in need in the community. Committee members are drafting a newsletter article and flyers for bicycle rooms. Chair to connect with Communications Committee for possible additional support.

Meeting adjourned at 8:38pm

Finance Committee

February 5, 2026

Attendees: Greg Drone, Gary Hucka, Robin Davis, GM Katie Kight

Agenda: Reserve Study and repair plan.

Before commissioning a new reserve study, it is important that we develop a multi year repair plan. Keep in mind a reserve study is a **funding plan** for future repairs. A reserve study is not a **repair plan**.

The value and usefulness of a new reserve study will depend in large part on the quantity and quality of the information we provide the study's authors. With this information in hand the study's authors can develop a plan to fund repairs for the coming years.

The following information will be needed to prepare a new study:

Roofs. How many roofs will we replace per year?

Swimming pools. What are the replacement years for the three swimming pools?

Exercise facility. What is the replacement year for the gym?

Lanes/parking areas. What are their replacement dates?

Vehicles. What are the expected replacement dates or anticipated life span of our 15 vehicles.

Gas pipes, water lines, sewer lines. How do we plan to replace these and what are the starting dates and duration?

And many more components . . .

Parkfairfax Condominium Landscape Committee Report February, 2026

Snow Removal Discussion

The Committee reviewed the recent storm response and snow removal efforts and approved of the Management's new strategy to use heavy equipment to push snow and ice from sidewalks onto adjacent turf areas. This method had to be used due to the City of Alexandria ordinance requiring sidewalk clearing; failure to comply may result in \$50 fines per unshoveled section. There is some concern about damage to plants and turf areas, but the Committee is hoping with oversight from Staff, the damage will be minimal.

Invasive Species Management & Woods Treatment

The Committee discussed a comprehensive strategy for invasive species management and woodland restoration. Priority was assigned to treatment of Mount Eagle Woods by Invasive Plant Control (IPC), but would like to see a comprehensive, multi-season treatment plan (fall, early spring, and summer) covering all woods areas. If full implementation is not feasible, the Committee recommends beginning with one or two priority wooded areas. The Committee hopes to work with Management on an updated plan for the woodlands and invasive treatment.

Robin Woods Memorial Project

The Committee discussed memorial options honoring Robin Woods and other community members who have recently passed away. A few members of the Committee will be coming up with options before the next meeting.

Garden Reflector System Implementation

The committee continues to work with Management and our Contractor on the new reflector system, which will replace the yellow stakes for designating homeowner-maintained gardens. The system uses 3-foot tall plastic disc reflectors on metal rods and is familiar to the Lancaster (our new contractor) from their work in Fairlington. The system aims to provide clear communication to the contractor and is needed by the end of February before major landscape work begins.

Upcoming Events Planning

The committee debated the location for the Landscape Cafe, with a preference for the community room based on last year's success over the Coryell pool tent. Coordination with the Activities Committee chair, Karen, is needed for timing, especially concerning the Home and Garden Tour. Other planned events include a Mimosa under the Mimosa tree event and a turtle walk. Additional ideas include Screening of a Doug Tallamy educational video (to serve as a weather backup option), a speaker on native plant selection and garden design, demonstration on proper tree mulching techniques (addressing "volcano mulching") and "Right tree, right place" educational tutorial.

Staff Meetings and Communication

Management will be joining the Committee for the meeting in March. The Chair, liaison and Management have been meeting to discuss issues on a regular basis.

Recreation Committee Report

February 18, 2026

The Recreation Committee met at 7:00 p.m. on February 2, 2026, via Zoom.

Members:

Lisa Harger, Chair
Courtney Killian
Megan Shugart
Karen Terry
Michelle Wagner
Bob Brown (absent)
Cindy Engelhart (absent)
Paul Friedman (absent)
Sara Rasmussen (absent)

Liaison:

Jim Wicker

Guests:

Alisa
Ashley Roeder
Ben
Carol Ramsdell
Chris H.
Elaine Lawler
Gary Hucka
Helena
Jona & James
Julie Evans
Katie Kight
Marta Ishmael
Meredith Gabel
Mike
Paula Martori
Priscilla Hudson
Robin Davis
S Williams
Scott Mulrooney
Sergio
Susan
Valerie Jane

Discussion:

This month the Recreation Committee held a special gym-focused meeting, attended by over two dozen residents, and released the survey to the Parkfairfax community. Comments from the meeting include:

- The gym is suffering from neglect – both in terms of cleanliness as well as equipment maintenance.
- Some machines could be replaced with equipment that does more than one thing thereby reducing clutter.
- The layout could be improved so that (a) users aren't climbing over each other; and (b) there is room to stretch.
- Residents would rather see funds go to maintaining and replacing equipment than in renovating bathrooms.
- Specific comments on equipment include:
 - The gym needs more treadmills and fewer bikes.

- The cable machine needs to be replaced.
- The variety of free weights is great, but more is needed.
- The leg press machine is awesome, high-end, and unusual – keep it.
- Safety issues that were raised include:
 - The lights turn off automatically and there is no way to turn them back on when you are upstairs.
 - The doorbell that used to alert you to someone else coming in has stopped working.
 - The door is still not working reliably; sometimes you do not need your amenities pass to open it.