PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING

June 17, 2026
3360 Gunston Road
Alexandria, VA 22302

ATTENDANCE:

Directors Present: Scott Mulrooney, President; Caitlin Counihan, Vice President; Robin Davis, Treasurer; Paula Matori, Association Secretary, Dan Ebeling, Elaine Lawler, Jillian Sharples, and Jim Wicker, Directors.

Directors Absent: Lucille Eddy, Director

Others Present: Katie Kight, General Manager; Dana Cross, Assistant General Manager; and Donna Young, Association Recording Secretary.

CALL TO ORDER:

President Scott Mulrooney called the Board meeting to order at 7:00 p.m. with eight (8) Board members in attendance. Mr. Mulrooney welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Wicker, SECONDED by Ms. Davis to approve the Agenda as amended. The motion passed unanimously (8-0-0).

POLICE REPORT: President Mulrooney, on behalf of Sergeant Santos, reported that a vehicle was stolen on June 13, 2026. Lieutenant Mark Jessup of the Alexandria Sheriff's Office reminded residents to take advantage of the Sheriff's Office's away-from-home program. Residents may arrange for a home check by contacting Lieutenant Jessup or registering through the Sheriff's Office website. President Mulrooney also distributed vehicle theft prevention tips, which will be included in the Association newsletter.

APPROVAL OF THE MAY 20, 2026, BOARD MEETING MINUTES:

(R) MOVED by Mr. Ebeling, SECONDED by Ms. Martori, to approve the May 20, 2026, Board meeting minutes as presented. The motion passed unanimously (8-0-0).

RESIDENTS FORUM:

Homeowner Elaine Lawler reiterated her concerns regarding the attic inspections completed in June 2025, noting that a progress report has not yet been provided regarding outstanding issues, including missing smoke alarms, exposed electrical wiring, and other needed corrections. Ms. Lawler also corrected her previous statement, clarifying that 81 homes, rather than 350, were identified as not having smoke alarms.

Homeowner Deborah Odachowski thanked Ms. Davis for responding to her concerns. She further expressed concerns related to the fence in her backyard. The Board discussed the matter and presented the following motion:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Martori to hold a hearing at 6:30 p.m. prior to the July 15, 2026, Board meeting to allow Ms. Odachowski the opportunity to present her case. The motion passed unanimously (8-0-0).

Homeowner Cindy Engelhart encouraged the Board to fill the two vacant positions in an effort to help alleviate the workload of Ms. Kight and Mr. Alonzo Alexander and to maintain a fully functional staff and improve response times to residents.

Homeowner Megan Shugart shared her concerns regarding the need to upgrade the Fitness Center, stating that it is not being maintained at a level that ensures user safety and that much of the equipment is nearing the end of its useful life.

Homeowner Lisa Harger informed the Board that the Recreation Committee may return to the Board to request funding to proceed with a design contract for the Fitness Center upgrades. Ms. Harger also raised concerns regarding notices, or the lack thereof, and requested that the Board ensure proper notification is provided when access to a unit or crawl space is required.

Homeowner Amanda Strickland shared her experience regarding a flood that occurred in her unit on May 5, 2026. She expressed concerns regarding the lack of response to her requests and noted that she has not received a copy of the report as previously promised. Ms. Strickland stated that she has retained legal counsel and that her attorney will be involved in the relevant aspects of this matter going forward.

GENERAL MANAGER'S REPORT:

Ms. Kight invited questions regarding her May 2026 General Manager's Report. She reported that the Association will receive $9,385 from a company in Delaware for roof tiles sold to them following six roof replacements. Ms. Kight addressed the Board's questions regarding her report and provided clarification.

Maintenance Report**:**

Ms. Kight welcomed questions regarding the June 2026 Maintenance Report. The Board revisited previous requests for changes and additions to the maintenance report, noting that the report remains unchanged. The Board also inquired whether a specific plan and timeline are in place to address the smoke detector issues.

COMMITTEE REPORTS:

Landscape Committee: Ms. Sharples thanked Ms. Robin Davis for the conversations held with Lancaster Landscaping and acknowledged the time and effort invested. Ms. Sharples also stated that she strongly supports the Committee's review of the current tree replacement and the pursuit of a new tree survey. Ms. Lawler commended the Landscape Committee and the Recreation Committee for the successful events they have hosted over the past several weeks.

Architectural & Planning Board: Mr. Ebeling inquired as to the status of the Committees working on signage; Mr. Mulrooney stated that the focus now is on building number signage. Ms. Martori inquired about the water enhanced monitoring update; Mr. Ebeling responded he will have a meeting with Alonzo, and once they have something concrete, he will come before the Board.

Recreation Committee: Ms. Harger provided an update and noted the following concerns regarding pool operations: lifeguards are arriving 30 minutes before the pool opens; one lifeguard is on the stand while the remaining lifeguards are in the lifeguard room; the sign-in desk is not consistently being manned, resulting in residents entering the pool without signing in.

Ms. Davis suggested that residents notify Management if their vehicles will be parked for an extended period, such as while they are on vacation, to help avoid the possibility of being towed.

Transportation & Land use Committee: The subject of registering cars with the front desk was raised. Ms. Kight stated there is an option where vehicle information can be added into Buildium.

TREASURER's REPORT:

Due to time constraints, Ms. Davis asked the Board to review the financial advisor information included in her report. The matter will be discussed at a future Board meeting.

ACTION ITEM LIST:

The Board reviewed the Action Item List. Ms. Kight addressed the Board's questions and requests and provided updates on the following action items: the bike rooms were inspected on Tuesday, and the second round of inspections will take place on Monday, July 6, 2026; 18 contracts have been uploaded to the website; bids for the property line proposals will be included in the July 2026 Board packet; the pool vacuums are anticipated to be received by the end of the month.

MATTERS FOR BOARD DECISION:

Lifeguard Extension Proposal Post-Labor Day:

(R) MOVED by Ms. Sharples, SECONDED by Mr. Wicker, to approve the proposal from High Sierra Pools to extend the pool season for Pool A for 142 hours for a total cost of $4,260. The motion passed (6-2-0). Mr. Mulrooney and Ms. Counihan opposed.

Ward 3 Painting Proposal:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Martori, to approve the proposal from Williams Professional Painting for the Ward 3 Painting Project in 2026, which includes 57 Buildings, for a total cost of $253,002.23. The motion passed (7-1-0). Ms. Lawler opposed.

Ratification of E-Vote Regarding 1647 Preston Rd. Subdivision:

(R) MOVED by Ms. Martori, SECONDED by Mr. Mulrooney, to approve the unanimous electronic vote disapproving the non-routine applications for the subdivision of units at 1645 and 1647 Preston Road. The motion passed unanimously (8-0-0).

Proposals for Board Training & Committee Training:

This matter was tabled to allow time to consult with the Committees/Committee Chairs regarding the training. This matter will be revisited at the July 15, 2026, Board meeting.

Tree Removal Proposal for Bldgs. 823 & 828:

Ms. Kight provided an update on this matter, reporting that Avon, the General Contractor, will cover the cost of removing one of the trees and the heavy equipment required for the removal; the revised proposal is approximately $21,000 lower.

Expiring CD's:

(R) MOVED by Ms. Counihan, SECONDED by Mr. Mulrooney, to approve to move the funds from Wells Fargo – BMW Bank CD in the amount of $245,000 and the funds from Wells Fargo – Optum Bank CD in the amount of $245,000 to the NCB Bank Money Market account. The motion passed unanimously (8-0-0).

Approval of New APB Committee Member:

This matter was tabled and will be revisited at the July 15, 2026, Board meeting.

April 2026 Reserve Expenditures:

(R) MOVED by Ms. Davis, SECONDED by Ms. Martori, to approve the April 2026 Reserve Expenditures in the amount of $540,769.25, with funds to come from GL 75100, Reserve Expenditures. The motion passed (7-0-1). Ms. Sharples abstained.

Bldg. 527, 1340 Martha Custis Settlement Problems:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Davis, to approve the proposal from E&G Services for repairs at 1340 Martha Custis Drive for a total of $27,000. The motion passed unanimously (8-0-0).

Lights at Gazebo:

(R) MOVED by Mr. Wicker, SECONDED by Ms. Lawler, to approve the installation of electricity at the Gazebo as long as it is coordinated with the Landscape Committee for an amount not to exceed $500. Lighting will NOT be approved at the Gazebo at this time. The motion passed (7-0-1). Ms. Counihan abstained.

MOTION TO EXTEND THE MEETING:

(R) MOVED by Mr. Wicker, SECONDED by Ms. Davis, to extend the meeting at 9:24 p.m. for 15 minutes. The motion passed (7-1-0). Ms. Counihan opposed.

MATTERS FOR BOARD DISCUSSION: There were no matters discussed.

MATTERS FOR BOARD INFORMATION:

July 15, 2026, Board Meeting Agenda Items: Additions to the agenda should be submitted before the July 15, 2026, Board meeting.

Financials: If there are any questions regarding the financials, please direct them to Ms. Robin Davis, Treasurer.

MOVE INTO EXECUTIVE SESSION:

(R) MOVED by Ms. Sharples, SECONDED by Mr. Wicker, to recess Open Session at 9:30 p.m. and convene into 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 (8-0-0).

MOTIONS TO EXTEND THE MEETING:

(R) MOVED by Ms. Martori, SECONDED by Ms. Davis, to extend the meeting at 9:45 p.m. for 30 minutes. The motion passed (7-1-0). Ms. Counihan opposed.

(R) MOVED by Mr. Mulrooney, SECONDED by Martori, to extend the meeting at 10:15 p.m. for 15 minutes, to 10:30 p.m. The motion passed.

MOTION TO LEAVE EXECUTIVE SESSION:

(R) MOVED by Ms. Sharples, SECONDED by Ms. Davis to leave Executive Session at 10:27 p.m. The motion passed unanimously (8-0-0).

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

(R) MOVED by Ms. Davis, SECONDED by Ms. Martori, to approve the payment request as discussed in Executive Session. The motion passed (6-2-0). Mr. Mulrooney and Ms. Counihan opposed.

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Davis, to not reconsider the Association's previous position regarding an HR request from the Union. The motion passed (7-0-1). Ms. Martori abstained.

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Lawler, to extend the personnel request to May 31, 2027, as discussed in Executive Session. The motion passed (6-1-1). Ms. Davis opposed, and Ms. Martori abstained.

MOTION TO ADJOURN THE MEETING:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Davis, to adjourn the June 17, 2026, Board meeting at 10:31 p.m. The motion passed unanimously (8-0-0).

Meeting adjourned at 10:31 p.m.