Approval of the Minutes

PARKFAIRFAX CONDOMINIUMS
BOARD OF DIRECTORS' MEETING

July 15, 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, Lucille Eddy, Elaine Lawler, Jillian Sharples, and Jim Wicker (***via Zoom)***, Directors.

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 nine (9) Board members in attendance. Mr. Mulrooney welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

(R) MOVED by Mr. Ebeling, SECONDED by Ms. Davis to approve the Agenda as amended. The motion passed unanimously (9-0-0).

POLICE REPORT: President Mulrooney, on behalf of Sergeant Santos, reported the following incidents for July 2026: destruction of property involving two damaged cameras; an alcohol offense and identity fraud, which resulted in an arrest; larceny from a vehicle involving the removal of vehicle parts; a hit-and-run incident; and tampering with/entry into a vehicle.

APPROVAL OF THE JUNE 17, 2026, BOARD MEETING MINUTES:

(R) MOVED by Mr. Counihan, SECONDED by Ms. Sharples, to approve the June 17, 2026, Board meeting minutes as amended. The motion passed unanimously (9-0-0).

RESIDENTS FORUM:

Homeowner Lisa Harger shared concerns regarding the following matters: the poor trimming of her hedges; the accumulation of weeds on her front patio; water was turned off on two consecutive days without prior notice; and the need for rodent control.

Homeowner Cindy Engelhart thanked Management for the new bench and suggested that additional locations for benches be considered. Ms. Engelhart also noted that additional signage at the maintenance yard, such as pickup schedules, would be helpful. Lastly, she expressed her support for implementing composting at the maintenance yard.

Homeowner Heather Rogers expressed her support for composting and noted the benefits it would provide to the community.

Homeowner Elaine Lawler expressed concern regarding the accuracy of the Action Item List, noting that some items no longer reflect the information as originally recorded.

Homeowner Sally Burmeister followed up on information she previously shared with the Board regarding the volunteer trees growing throughout the community and putting them to good use. Ms. Burmeister discussed placing the trees in root bags for eventual replanting. She will revisit the matter after receiving additional information from a Master Gardener who has been utilizing this process.

GENERAL MANAGER'S REPORT:

Ms. Kight provided a detailed update to her July 2026 Report, highlighting the following: trees planted in the spring have died due to the heat and are under warranty to be replaced by Lancaster Landscaping; the Doggie Swim is scheduled for September 12, 2026; and new lifeguard chairs are being ordered for Pool B at Lyons Lane. Regarding Reserve items, the tennis court backboard painting is expected to be completed by July 24, 2026. The Ward 3 painting project by Williams is scheduled to begin shortly and is expected to be completed by Thanksgiving 2026. Ms. Kight invited questions from the Board regarding her July 2026 Report and provided clarification as needed.

Maintenance Report:

Ms. Kight welcomed and addressed questions from the Board regarding the July 2026 Maintenance Report. She provided data from the attic inspections conducted last year, noting that six buildings have no smoke detectors, 10 buildings have one (1), 39 buildings have two (2), 165 buildings have three (3), 193 buildings have four (4), and one building has five (5) smoke detectors. Of the approximately 1,100 units with attics, 102 units were identified as not having a smoke detector. Ms. Kight stated that she hopes to have smoke detectors installed in all 102 units by September 2026.

COMMITTEE REPORTS:

Buildings & Utilities Committee: The subject matter was raised regarding the Bradley mixing valves. Ms. Engelhardt provided information regarding the valves and water leaks associated with the boxes that mix hot and cold water. She stated that this issue can be addressed when a unit is remodeled or sold. Mr. Ebeling provided an update regarding the balcony solar implementation, stating that the Committee is currently researching applicable laws and bylaws to determine the best way to proceed.

Recreation Committee: The Recreation Committee's recommendation regarding equipment replacement will be revisited by the Board. This matter has not been addressed due to Board meeting time constraints. This matter will be revisited at the August 19, 2026, Board meeting for consideration. Ms. Kight suggested having the fitness center equipment inspected at a minimal cost prior to the August 19, 2026 Board meeting.

TREASURER's REPORT:

Ms. Davis invited the Board to direct any questions regarding the Treasurer's Report to her for clarification. Mr. Mulrooney thanked Ms. Davis, noting that her report was one of the best monthly Treasurer's Reports he has received.

PRESIDENT'S REPORT:

Buildings 822 & 828: Mr. Mulrooney reported that the Association received the Critical Path schedule from the contractor. Work on Building 822 is scheduled to begin July 22, 2026, and is expected to be completed by April 4, 2027. Work on Building 828 is scheduled to begin August 23, 2026, and is expected to be completed by February 21, 2027.

EV Charging Station(s): Mr. Mulrooney reported that the Association received a response from Dominion Energy regarding the proposal for a new EV charging station at Ravensworth; we have advanced to the next level of the grant process. This matter will not be presented to the Board for approval until confirmation is received that Parkfairfax has been awarded the grant.

1340 Martha Custis Drive – Building 527: Mr. Mulrooney updated the Board on the settlement process for Building 527, stating that ENG Services completed the excavation and engineered fill work last week on Monday, and the hardscaping was completed on Thursday.

3220 Wellington Fire Building: The final inspection is scheduled for August 20, 2026. The Association will receive a final invoice in the amount of $148,000 upon completion of the project. A walkthrough with the owners representative is scheduled for August 21, 2026. Once the Use and Occupancy Permit is received, the building can be turned back over to the owners.

MATTERS FOR BOARD DISCUSSION:

Composting & Glass Recycling Proposal – Monster Organics: Mr. Ebeling introduced a proposal for a three-month pilot program with Monster Organics for commercial composting. Mr. Jay Walton, Owner of Monster Organics, provided a detailed overview of the program and the services offered. The Board asked questions regarding the program, and Mr. Walton provided clarification. This matter will be revisited.

Snow Removal Planning: Ms. Kight introduced the idea of outsourcing snow removal to private contractors rather than having in-house maintenance staff perform the work. The Board discussed the matter and determined that direction from the Board should be provided regarding whether to proceed with obtaining proposals by August 2026. The matter will be revisited at the August 19, 2026, Board meeting for further discussion and/or decision.

ACTION ITEM LIST:

Ms. Kight requested clarification from the Board regarding whether she should continue updating the Action Item List. She provided updates on several entries and addressed the Board's questions and requests. Ms. Sharples raised the question regarding reactivating the Water Wise Program. Ms. Lawler suggested adding the matter to the August 19, 2026, Board meeting agenda for discussion and/or a decision.

MATTERS FOR BOARD DECISION:

Approval of Stoop (10) Replacement Proposal – Almo:

(R) MOVED by Ms. Davis, SECONDED by Mr. Mulrooney, to approve the proposal from Almo Construction for the replacement of 10 stoops for a total cost of $194,740.00. The motion passed unanimously (9-0-0).

Approval of New Financial Advisor:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Martori, to approve the proposal from John Marshall Bank as the financial advisor. The motion passed unanimously (9-0-0).

Board Training & Committee Training Proposals: The Board discussed the matter and agreed to revisit it and add it to the Board meeting agenda in three months to allow additional time to further consult with the Committees/Committee Chairs regarding the training.

Appointment of New A&PB Committee Member:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Counihan, to appoint Lida Lewis and Grayson Quay as members of the Architecture and Planning Board. The motion passed unanimously (9-0-0).

Approval of May Reserve Expenditures:

(R) MOVED by Ms. Davis, SECONDED by Mr. Mulrooney, to approve the May 2026 Reserve Expenditures in the amount of $372,957.76 with funds to come from GL 75100, Reserve Expenditures. The motion passed unanimously (9-0-0).

Buildium Accounts for the following Committees: Recreation, BUC, Landscape, TLUC, and A&PB Committees:

(R) MOVED by Ms. Lawler, SECONDED by Ms. Eddy, to approve that the Recreation Committee, the Buildings & Utilities Committee, the Transportation and Land Use Committee, the Landscape Committee, and the A&PB Committee each have their own account in Buildium so that they can put in building requests under the name of the amenity or account that committee works with. The motion passed unanimously (9-0-0).

MATTERS FOR BOARD INFORMATION:

August 19, 2026, Board Meeting Agenda Items: Additions to the agenda should be submitted before the August 19, 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 Mr. Ebeling, SECONDED by Ms. Counihan, to recess Open Session at 9:26 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 (9-0-0).

MOTIONS TO EXTEND THE MEETING:

(R) MOVED by Ms. Counihan, SECONDED by Ms. Sharples, to extend the meeting at 9:27 p.m. for 30 minutes. The motion passed unanimously (9-0-0).

(R) MOVED by Mr. Ebeling, SECONDED by Mr. Mulrooney, to extend the meeting at 10:00 p.m. for 30 minutes, to 10:30 p.m. The motion passed unanimously (9-0-0).

MOTION TO LEAVE EXECUTIVE SESSION:

(R) MOVED by Mr. Mulrooney, SECONDED by Ms. Counihan to leave Executive Session at 10:30 p.m. The motion passed unanimously (9-0-0).

ACTIONS TAKEN AFTER EXECUTIVE SESSION:

(R) MOVED by Ms. Counihan, SECONDED by Ms. Eddy, to accept Legal Counsel's recommendation on the resident's request as discussed in Executive Session. The motion passed unanimously (9-0-0).

(R) MOVED by Ms. Counihan, SECONDED by Ms. Davis, to disapprove the patio fence request at 3757 Gunston Road as discussed in the hearing held July 15, 2026, and allow 90-days for removal and to send limited plant options to the resident and allow her the opportunity to pay the difference. The motion passed (8-0-1). Mr. Wicker abstained.

MOTION TO ADJOURN THE MEETING:

(R) WITHOUT OBJECTION, Mr. Mulrooney MOVED to adjourn the July 15, 2026, Board meeting at 10:31 p.m. The motion passed unanimously (9-0-0).

Meeting adjourned at 10:31 p.m.