

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**PARKFAIRFAX CONDOMINIUM**

**December 12, 2018**

**3360 Gunston Road:**

**Alexandria, VA 22030**

**ATTENDANCE:**

Directors Present: Scott Buchanan, President; Susan Cox, Vice President; Anna Fernezian, Treasurer; Rich Moha, Secretary; Kathy Schramek, Robin Woods, Dan Courtney, James Konkell and Nick Soto, Directors.

Others Present: Mark Miller, General Manager; Sarah Clark, Assistant General Manager; Donna Young, Recording Secretary

**CALL TO ORDER:**

President Buchanan called the meeting to order at 7:00 p.m. and welcomed everyone.

**APPROVAL OF THE AGENDA:**

- (R) MOVED by Mr. Moha, SECONDED by Ms. Cox, to approve the agenda as presented. The motion passed unanimously (9-0-0).**

**POLICE REPORT:**

Officer Fromm provided an update (statistics and enforcements) on the speed trailers in place. Officer Fromm also reported that there have been complaints regarding speeding vehicles near the school (Charles Barrett Elementary); on November 19, 2018, a car was struck and two other cars were unlawfully entered. Officer Fromm concluded that signs have been posted regarding the bridge closing.

**APPROVAL OF THE NOVEMBER 14, 2018, BOARD MEETING MINUTES:**

- (R) MOVED by Mr. Moha, SECONDED by Ms. Fernezian, to approve the November 14, 2018, Board Meeting Minutes as presented. The motion passed unanimously (9-0-0).**

**RESIDENTS FORUM:**

No Residents present.

## **COMMITTEE REPORTS:**

Transportation and Land Use: Mr. Miller provided an update regarding the Sound Wall. He reported the sound wall design is near completion and that the sound wall will be extended, but not 150ft. Mr. Miller stated the work will begin in the spring.

Landscape Committee: Ms. Schramek reported the Landscape committee reviewed Options 1 & 2 of the Landscape project and were not pleased with either of them. The Committee will review and discuss the matter further.

## **MATTERS FOR BOARD DECISION:**

### November 2018 Reserve Expenditures:

- (R) MOVED by Mr. Courtney, SECONDED by Ms. Fernezian, to approve the November 2018 Reserve Expenditures in the amount of \$226,990.93 with funds to come from GL 3200 Reserve Expenditures. The motion passed (8-1-0). Mr. Moha opposed.**

### Covenants Committee Appointment:

- (R) MOVED by Ms. Cox, SECONDED by Mr. Courtney, to appoint Mr. Eric Keber as a member of the Covenants Committee. The motion passed unanimously (9-0-0).**

### Election Committee Appointments:

- (R) MOVED by Ms. Schramek, SECONDED by Ms. Fernezian, to appoint Kim Fischer and Kristi Mallard to the Elections Committee to administer the 2019 Board of Directors Election. The motion passed unanimously (9-0-0).**

### Landscape Contract Proposals:

- (R) MOVED by Ms. Schramek, SECONDED by Ms. Fernezian, to approve a Landscape Contract with Community Landscape Services (CLS) at a cost of \$294,580 for the first year, to include subsequent increases for years to include mulch, with funds to come from GL 6100. The motion passed unanimously (9-0-0).**

### Concrete Contract Proposals:

- (R) MOVED by Ms. Schramek, SECONDED by Mr. Courtney, to approve a contract with Alamo for Concrete Walks and Curbs, Flagstone and Stoop Replacements, with funds to come from GL 3220-6.021 and GL 3220-1.015. The motion passed unanimously (9-0-0).**

Painting Contract:

- (R) **MOVED by Mr. Soto, SECONDED by Ms. Schramek, to approve a Painting Contract with Palmers at a cost of \$209,225 with funds to come from GL 6450. The motion passed unanimously (9-0-0).**

Financial Management Contract:

- (R) **The Board discussed and agreed to table the matter to acquire additional information as to who will provide the best and final offer; and then proceed to vote on the matter via email.**

Landscape Gardening Borders:

- (R) **MOVED by Ms. Fernezian, SECONDED by Mr. Soto, to approve to amend Administration Resolution #2 to include the word “metal,” leaving the rest of the language as drafted. The motion passed (8-1-0). Ms. Schramek opposed.**

**MATTERS FOR BOARD DISCUSSION:**

Recreation Committee Recommendations – 2019 Pool Season: Mr. Soto reported that recommendations were made based on discussions with the Recreation Committee in conjunction with reviewing the data compiled, one being better training for the lifeguards. Mr. Soto reported that additional recommendations included closing all pools at 8:00 p.m., and opening them earlier; amend the pool rules and regulations to state that lap-use in the pool be limited to 30 minutes per individual. Mr. Soto also shared that the Committee wanted to thank Sarah Clark for her assistance. The Board further discussed the matter and concluded to add this matter to the January 16, 2019, Agenda for decision.

Property Lighting: Mr. Miller provided a detailed update regarding the property lighting study. Mr. Miller stated an exterior light survey was sent out and three companies responded. The Board discussed the matter and concluded that the overall objective regarding community lighting is safety.

Dog Waste Cans: Mr. Soto raised the need for additional dog waste receptacles. The Board discussed matter and recommended filling in the gaps where there is not a large residential capacity. After further discussion, the Board requested Mr. Miller to acquire additional information regarding the matter and provide an update to the Board.

**MATTERS FOR BOARD INFORMATION:**

Manager & Maintenance Reports: Mr. Miller provided Management and Maintenance updates to the Board for the month of November 2018, to include storm drain failures.

January 16, 2019 Agenda Items: Mr. Buchanan reminded the Board to submit any agenda items prior to the January 16, 2019 Board meeting.

**EXECUTIVE SESSION:**

- R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Cox, to recess Open Session at 8:57 p.m., and convene in 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).

**OPEN SESSION:**

- R) **MOVED** by Ms. Schramek, **SECONDED** by Mr. Courtney, to recess the Executive Session at 9:10 p.m. and reconvene in Open Session. The motion passed unanimously (9-0-0).

**ADJOURNMENT:**

- (R) **MOVED** by Mr. Soto **SECONDED** by Mr. Courtney, to adjourn the December 12, 2018, Board meeting at 9:12 p.m. The motion passed unanimously (9-0-0).

**The next Parkfairfax Board of Directors meeting will be held on  
January 16, 2019 @ 7:00 p.m.**

**ADOPTED AT THE JANUARY 16, 2019 BOARD MEETING**

Respectfully Submitted,

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Rich Moha, Association Secretary

\_\_\_\_\_  
(Date)

Attested By: \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Date)