

MINUTES OF THE BOARD OF DIRECTORS MEETING

PARKFAIRFAX CONDOMINIUM

July 17, 2019

3360 Gunston Road:

Alexandria, VA 22030

ATTENDANCE:

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

Others Present: Mark Miller, General Manager; Dana Cross, Assistant General Manager/Covenants Director; and Donna Young, Recording Secretary

CALL TO ORDER:

President Buchanan called the meeting to order at 7:01 p.m.; and welcomed everyone to the meeting.

APPROVAL OF THE AGENDA:

- (R) **MOVED** by Ms. Cox, **SECONDED** by Ms. Schramek, to approve the agenda as amended. The motion passed (8-0-1). Mr. Moha abstained.

POLICE REPORT:

Officer Fromm reported that on June 23, 2019, in the 1600 block of Fitzgerald a parked car was hit by a parked hitched trailer; on June 24, 2019 in the 3100 block of Valley Drive a gun was stolen from an unlocked vehicle; On June 25, 2019, in the 1600 block of Mount Eagle a concrete stone sculpture in a residents front yard was smashed; on July 13, 2019 in the 3100 block of Wellington the panel of a rear storm door was kicked in. Officer Fromm also reported there were some kids (ages 10-12) removed from the Martha Custis Pool. Officer Fromm shared that he has been reminding residents that no dog should be unleashed. Ms. Wildes requested that Officer Fromm follow-up on a dog barking complaint.

APPROVAL OF THE JUNE 19, 2019, BOARD MEETING MINUTES:

- (R) **MOVED** by Mr. Moha, **SECONDED** by Mr. Soto, to approve the June 19, 2019, Board Meeting Minutes as presented. The motion passed unanimously (9-0-0).

RESIDENTS FORUM:

Homeowner Barry Weinstein, 3236 Martha Custis Drive (Building #229), was present to revisit the matter of rodent infestation in his unit/building. He offered thanks to Mr. Miller for all the assistance he has provided to address the matter. Mr. Weinstein provided an update to the Board regarding the situation. Mr. Weinstein reported that he had a smoke test performed which revealed that the iron pipes are corroded and have created a path/entry way for the rodents. Mr. Weinstein provided additional information regarding damages that have occurred as a result of the rodents. Mr. Weinstein asked the Board for any additional assistance they can provide to further address situation. Mr. Buchanan thanked Mr. Weinstein for the update.

COMMITTEE REPORTS:

Recreation Committee: Mr. Soto reported that the Recreation Committee did not meet in June and will not be meeting in July 2019.

Covenants Committee: Mr. Courtney reported that the Covenants Committee is very active addressing HVAC complications.

Transportation Committee: Ms. Woods reported that Bob Gronenberg has been working with the City and VDOT regarding smoothing out the area leading to I-95 in the mornings; Ms. Woods reported that Mr. Gronenberg has had success with the City and VDOT regarding eliminating the problem and things seem to be moving much smoother.

Buildings & Utilities: Mr. Konkel reported that there should be a laundry room update at the next meeting and/or suggested amendments to the HBUC specs.

MATTERS FOR BOARD DECISION:

March & June 2019 Reserve Expenditures:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Cox, to approve the **March 2019 Reserve Expenditures in the Amount of \$154,104 with funds to come from GL 9901.015, Reserve Expenditures; and further moved to approve June 2019 reserve expenditures in the amount of \$141,945, with funds to come from GL 9901.015, Reserve Expenditures. The motion passed**
(7-1-1). Ms. Wildes opposed. Mr. Moha abstained.

April & May 2019 Reserve Expenditures:

- (R) **MOVED** by Mr. Buchanan, **SECONDED** by Ms. Cox, to approve **April 2019 Reserve Expenditures in the Amount of \$218,082 with funds to come from GL 9901.015, Reserve Expenditures; and further moved to approve May 2019 reserve expenditures in the amount of \$296,224, with funds to come from GL 9901.015, Reserve Expenditures. The Motion failed (4-3-**

2). Mr. Moha, Ms. Wildes and Mr. Soto opposed. Mr. Courtney and Ms. Cox abstained.

NOTE: These matters will be revisited at the August 21, 2019 Board meeting.

Pet Application 3213 Gunston Road:

- (R) **MOVED** by Mr. Moha, **SECONDED** by Mr. Soto, to table the motion for an additional pet at 3213 Gunston Road for additional information and/or until all application requirements are met. The motion passed (8-1-0). Ms. Schramek opposed.

Pet Policy Town Hall meeting:

- (R) **MOVED** by Ms. Cox, **SECONDED** by Mr. Soto, to set the Pet Policy Town Hall meeting date for Thursday, August 8, 2019 at 7:00 p.m. (Please see attached Motion submitted into the minutes as “Exhibit A”). The motion passed (8-0-1). Mr. Moha abstained.

MATTERS FOR BOARD DISCUSSION:

Pest Control: Mr. Miller provided an update to the Board regarding the new pest control contract with N&N Consulting and Pest Control. Mr. Miller provided in detail, information regarding the contract and what the contract provides. Ms. Wildes recommended placing an article in the newsletter reminding residents to report any pest control issues that need to be addressed.

Capital Improvement Plan: Mr. Buchanan provided an overview of the Capital Improvement Plan and Initial Ideas Generated at the Special Board meeting held on Monday, July 15, 2019. Mr. Buchanan directed the Board’s attention to the list of ideas that were presented regarding Capital projects. Mr. Buchanan shared the initial plan at the Board meeting for review and input from the Board. Mr. Buchanan will then share the list with the standing committees for their input and amend the list to include all feedback and revisit the list at the August 21, 2019 Board meeting.

MATTERS FOR BOARD INFORMATION:

Manager & Maintenance Reports: Mr. Miller provided Management and Maintenance updates to the Board for the month of June 2019 reporting that Buildings #308, 310, 312 & 314 are completed. Mr. Miller also reported on crawl spaces; composite carpentry repairs; landscaping; stoops; and building settlements. Mr. Miller concluded that the permits for movie night are forthcoming.

August 21, 2019 Agenda Items: The Board discussed next month’s agenda items. President Buchanan reminded the Board to submit any agenda items prior to the August 21, 2019 Board meeting.

Barkan Management Company / Jennifer Bennett: Jennifer Bennett with Barkan Management Company thanked the Board for allowing her the opportunity to address any questions and/or concerns regarding the Associations financial statements. Ms. Bennett provided a detailed overview of the layout of the monthly financial report. The Board posed questions to Ms. Bennett regarding the financial statements, etc.; Ms. Bennett provided clarification. The Board further discussed current late fees and concluded to entertain a motion to waive the late fees for June & July 2019.

- (R) MOVED by Mr. Courtney, SECONDED by Ms. Wildes, to suspend the rules and entertain a motion to suspend late fees for the months of June and July 2019. The motion passed (8-1-0). Mr. Moha opposed.**
- (R) MOVED by Ms. Cox, SECONDED by Mr. Soto, give management discretion to waive late fees for the months of June and July 2019, for any owners that express difficulty in paying upon request. The motion passed (8-1-0). Mr. Moha opposed.**

MOTION TO MOVE INTO EXECUTIVE SESSION:

- R) MOVED by Ms. Schramek, SECONDED by Mr. Courtney, to recess Open Session at 8:54 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).**

MOTION TO MOVE INTO OPEN SESSION:

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

ADJOURNMENT:

- (R) MOVED by Mr. Buchanan SECONDED by Ms. Cox, to adjourn the July 17, 2019, Board meeting at 9:11 p.m. The motion passed unanimously (9-0-0).**

**The next Parkfairfax Board of Directors meeting will be held on
August 21, 2019 @ 7:00 p.m.**