

APPROVED

**MINUTES OF THE BOARD OF DIRECTORS MEETING  
PARKFAIRFAX CONDOMINIUM  
3360 Gunston Road  
Alexandria, VA 22302**

**March 17, 2010**

**ATTENDANCE**

**Directors Present:** Margaret Cain, Vice President,; Alice Cave, Secretary; Karen Elsbury, Treasurer; Dave Bush, Jarrod Grimsley and Kim Stenlund, Directors

**Directors Absent:** Barbara Turpyn, President; Ellis Chaplin and Matthew Natale, Directors

**Others Present:** George Gardner, General Manager; Vanessa Pettit, Recording Secretary, Minute-By-Minute, Elaine Stanley, Administrative Assistant

**CALL TO ORDER**

Vice President Cain called the March 17, 2010 regular meeting of the Parkfairfax Board of Directors to order at 7:02 p.m. A quorum was present.

**APPROVAL OF AGENDA**

**(R) MOVED by Ms. Stenlund, SECONDED by Ms. Cave: to approve the agenda as amended. The motion passed unanimously (6-0-0).**

**POLICE REPORT**

Officer Mark Bergen reported on police activities in the community over the past month.

**RESIDENT FORUM**

Three residents that had damage to their vehicles because of a fallen tree had requested that information regarding their denied reimbursement request be sent to them along with information on the Association's attorneys.

A resident asked the Board questions regarding HVAC specifications including information about compressors for ground units, mounting on sand brick, and masonry.

A resident asked that the Board comment on their decision to deny the resident's request to waive late and handling fees. The Board commented that it would be discussed in Executive Session.

**APPROVAL OF MINUTES: February 17, 2010**

**(R) MOVED by Ms. Stenlund, SECONDED by Mr. Bush: to approve the minutes of the February 17, 2010 meeting as amended. The motion passed (5-0-1) with Ms. Cain abstaining.**

**COMMITTEE REPORTS**

**Covenants:** The committee will be losing two members in June.

**Communications:** No report was provided.

**Minute-By-Minute**

**Recreation:** Report included in Board Package.

**Landscape:** Report included in Board Package

**Woodlands:** Report included in Board Package

**Building and Utilities:** No report was provided.

**Transportation and Land Use:** Report included in Board Package.

**Ad Hoc Tot Lots:** No report was provided.

### **MATTERS FOR BOARD DECISION**

#### **Central Packaged Split System Heat Pump Specifications**

(R) **MOVED** by Ms. Elsbury, **SECONDED** by Mr. Bush: to adopt the proposed Central Packaged Split System Heat Pump Specifications as amended for the installation of such systems in Parkfairfax. The motion passed unanimously (6-0-0).

#### **FY 2011 Association Budget**

(R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Cave: to approve the Draft #2 FY 2011 Association budget, including a 10.14% increase in residential assessments. The motion passed unanimously (6-0-0).

#### **Approval of Reserve Expenditures, GL 3300, for February, 2010**

(R) **MOVED** by Ms. Elsbury, **SECONDED** by Ms. Cave: to approve the Reserve Expenditures, GL 3300, in the amount of \$73,213.43 for the month of February, 2010. The motion passed unanimously (6-0-0).

#### **Increasing the Party Room Fee**

(R) **MOVED** by Ms. Elsbury, **SECONDED** by Mr. Bush: to approve increasing the Party Room fee from \$75.00 to \$100.00 per event. The motion passed (4-0-1) with Mr. Grimsley abstaining.

#### **Communications Committee Terms of Reference**

(R) **MOVED** by Ms. Cave, **SECONDED** by Ms. Elsbury: to adopt the amended Communications Committee Terms of Reference. The motion passed unanimously (6-0-0).

#### **Website Administrative Policy Resolution #26**

(R) **MOVED** by Ms. Stenlund, **SECONDED** by Ms. Elsbury: to adopt the Website Administrative Policy Resolution #26 as submitted. The motion passed unanimously (6-0-0).

#### **Kubota Tractor Replacement Purchase**

(R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Stenlund: to table the motion until the next meeting. The motion passed unanimously (6-0-0).

Steiner Snow Tractor Purchase

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Stenlund: to approve the purchase of a Steiner tractor in the amount of \$23, 074.34 from Kreider Co. of Harrisonburg, VA with funds to come from the Reserve Account, GL 3330-0055. The motion passed (5-1-0) with Mr. Grimsley opposing.

Refreshments at the Annual Meeting

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Elsbury: to provide refreshments during the Annual Parkfairfax Meeting. The motion failed (2-4-0) with Ms. Cain, Ms. Elsbury, Ms. Stenlund and Mr. Grimsley opposed.

Summer Concert Series

- (R) **MOVED** by Mr. Bush, **SECONDED** by Mr. Grimsley: to approve funds NTE \$1,500 for the Summer Concert Series in Parkfairfax for May, June and July. The motion passed unanimously (6-0-0).

EXECUTIVE SESSION

- (R) **MOVED** by Ms. Cave, **SECONDED** by Ms. Stenlund: to recess the Open Session and convene an Executive Session at 8:40 p.m. The motion passed unanimously (6-0-0).
- (R) **MOVED** by Cave, **SECONDED** by Ms. Cain: to exit Executive session at 9:05 p.m. The motion passed unanimously (6-0-0).

The Board returned to Open Session and took the following actions:

- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Cave: to deny a homeowner's request waive a NSF fee, late fee and handling fee. The motion passed (5-1-0) with Mr. Grimsley opposing.
- (R) **MOVED** by Ms. Cave, **SECONDED** by Ms. Elsbury: to waive late fees for a homeowner in the amount of \$100.00. The motion passed unanimously (6-0-0).
- (R) **MOVED** by Mr. Bush, **SECONDED** by Ms. Cave: to waive late and handling fees for a homeowner. The motion passed unanimously (6-0-0).
- (R) **MOVED** by Ms. Stenlund, **SECONDED** by Ms. Cave: to deny a homeowner's request to waive late fees. The motion passed unanimously (6-0-0).
- (R) **MOVED** by Mr. Grimsley, **SECONDED** by Ms. Elsbury: to waive handling fees for a homeowner. The motion passed (4-1-1) Ms. Cave opposing and Ms. Elsbury abstaining.
- (R) **MOVED** by Ms. Stenlund, **SECONDED** by Ms. Cave: to deny a homeowner's request to revisit the previously denied homeowner's request. The motion passed unanimously (6-0-0).

ADJOURNMENT

All business having been completed, Vice President Cain adjourned the meeting at 9:10 p.m.