

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

April 19, 2012

**ATTENDANCE**

Directors Present: Barbara Turpyn, President; Kathy Schramek, Treasurer; Alice Cave, Secretary; Robin Woods, Richard Moha, Mshyka Davis-Smith (arrived at 7:07 p.m. and left at 10:08 p.m.), Dave Bush and Cindy Engelhart, Directors

Absent: Lyle Drew, Director.

Others Present: George Gardner, General Manager; Sarah Clark, Assistant General Manager; Brian Bernard, Maintenance Director and Chris Collins, Recording Secretary, Minute-By-Minute

**CALL TO ORDER**

Ms. Turpyn called the April 19, 2012 meeting of the Parkfairfax Board of Directors to order at 7:04 p.m.

**APPROVAL OF AGENDA**

- (R) **MOVED by Ms. Cave, SECONDED by Ms. Schramek: to approve the agenda as amended. The motion passed unanimously (7-0-0).**

**ELECTION OF OFFICERS**

- (R) **MOVED by Ms. Cave, SECONDED by Ms. Schramek: to elect Ms. Turpyn Board President. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Ms. Schramek, SECONDED by Mr. Bush: to elect Ms. Cave Board Vice President. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Ms. Cave, SECONDED by Ms. Davis-Smith: to elect Mr. Bush Board Secretary. The motion passed unanimously (8-0-0).**
- (R) **MOVED by Ms. Cave, SECONDED by Mr. Bush: to elect Ms. Schramek Board Treasurer. The motion passed unanimously (8-0-0).**

**POLICE REPORT**

A sheriff's officer addressed the community. He discussed some projects the police department is working on including a project that benefits citizens with Alzheimer's and a work detail project for inmates. He also reported that there is a Chamber of Commerce Valor awards ceremony next week. He discussed some issues the sheriff's office is having, including budget issues and an aging workforce.

**RESIDENT FORUM**

A resident asked questions about Board terms, the doggie dip at the pool, and whether permission was needed for loans/mortgages.

A resident in Building 836 asked whether her building was included in the proposals for the façade work for her building. Mr. Gardner responded that it was included.

Another resident inquired whether the Board will be voting on the request for an extension on report submission from the Ad Hoc Committee on the Draft Woodlands Management Plan. Ms. Turpyn responded that the Board would not be voting on the request at this time and the request is being taken under consideration.

**APPROVAL OF THE MINUTES**

- (R) **MOVED by Ms. Cave, SECONDED by Ms. Schramek: to approve the minutes of the March 14, 2012 Board of Directors meeting as amended. The motion passed unanimously (8-0-0).**

**COMMITTEE REPORTS**

Covenants:

- (R) **MOVED by Mr. Bush, SECONDED by Ms. Schramek: to set aside the motion made at the January 18, 2012 Board meeting regarding the walkway near 1647 Preston Road. The motion failed (3-4-0) with Mr. Moha, Ms. Davis-Smith, Ms. Cave and Ms. Engelhart opposing and Ms. Woods recusing herself.**
- (R) **MOVED by Mr. Bush, SECONDED by Ms. Schramek: to extend the removal date for the walkway at 1647 Preston Place to June 30, 2012. The motion passed (4-2-1) with Mr. Moha, and Ms. Engelhart opposing, Ms. Davis-Smith abstaining and Ms. Woods recusing herself.**
- (R) **MOVED by Ms. Schramek, SECONDED by Ms. Woods: to appoint Sally Burmeister to the Covenants Committee. The motion passed unanimously (8-0-0).**

**MATTERS FOR BOARD DECISION**

1449 Martha Custis Drive Request for Approval of Second Pet:

- (R) **MOVED by Mr. Bush, SECONDED by Ms. Engelhart: to approve the request from the unit owner at 1449 Martha Custis Drive for a second pet. The motion passed (6-2-0) with Ms. Woods and Ms. Cave opposing.**

Reimbursement Request 3205 Ravensworth Place:

- (R) **MOVED by Ms. Schramek, SECONDED by Mr. Moha: to deny the request of the unit owner of 3205 Ravensworth Place to be reimbursed \$512.00 for a vacancy necessitated by compromised ceiling repair in his unit. The motion passed unanimously (8-0-0).**

3315 Coryell HVAC System:

- (R) **MOVED by Mr. Bush, seconded by Ms. Schramek: to direct staff to remove the attic HVAC system at 3315 Coryell at the expense of Parkfairfax. The motion passed unanimously (8-0-0).**

**MATTERS FOR BOARD DISCUSSION**

SRG Report on Bids to Address Settlement Buildings 830 & 849: The Board discussed the proposals received by Structura. There will be a special meeting to interview the two lowest bidders on either Monday, April 30<sup>th</sup> or Tuesday, May 1<sup>st</sup>.

SRG Report on Settlement Building 111: The Board discussed the report that was included in the Board packet. The Board authorized Structura to move forward with developing an RFP for the miscellaneous items included in the report.

SRG Report on Bids for Façade Repairs to Settlement Buildings:

- (R) MOVED by Ms. Engelhart, SECONDED by Ms. Davis-Smith: to award a contract in the amount of \$64,998 to Culbertson Company of Virginia for Phase 1 high priority interim repairs, with option for Phase 1 Add Alternate at \$19,509. Funds to come from GL Account 3330, Reserves. The motion passed unanimously (8-0-0).**

SRG Report on Settlement Building 527: The Board discussed the report that was included in the Board packet. SRG, working with management is to prepare further cost estimates for work options recommended by SRG.

Ms. Davis-Smith left at 10:08 p.m.

The Recording Secretary was excused at 10:15 p.m.

- (R) MOVED by Mr. Bush, SECONDED by Ms. Cave: to adjourn the Regular Session of the April 18, 2012 Board meeting at 10:15 p.m. The motion passed (7-0-0).**

**EXECUTIVE SESSION:**

- (R) MOVED by Ms. Cave, SECONDED by Mr. Moha: to approve to send a separate 60 day foreclosure warning letter to a unit owner. The motion passed unanimously (7-0-0).**
- (R) MOVED by Ms. Turpyn, SECONDED by Mr. Bush: to approve the request for a Board Hearing on a Covenants Committee Due Process Violation Ruling. The motion failed (0-7-0).**
- (R) MOVED by Mr. Bush, SECONDED by Ms. Engelhart: to approve a 10 minute extension. The motion passed (6-1-0) with Ms. Woods opposed.**
- (R) MOVED by Mr. Bush, SECONDED by Ms. Turpyn: to approve a 10 minute extension. The motion passed (6-1-0) with Ms. Woods opposed.**
- (R) MOVED by Ms. Turpyn, SECONDED by Ms. Engelhart: to approve a 5 minute extension. The motion passed (6-1-0) with Ms. Woods opposed.**
- (R) MOVED by Mr. Bush, SECONDED by Ms. Cave: to approve to waive \$467.11 in handling charges and late fees from a unit owners account. The motion passed (4-3-0) with Mr. Moha, Ms. Woods and Ms. Turpyn opposed.**

**ADJOURNMENT: 11:00 p.m.**