

Parkfairfax Condominium

A Historic District

Board of Directors March 2022 Meeting

General Manager's Report – March 8, 2022

This report was prepared and is respectfully submitted by Francisco Foschi, General Manager at Parkfairfax Unit Owners Association.

ADMINISTRATIVE

1) Admin Personnel:

We are in the process of interviewing candidates to fill the Covenants Director position. Since the resignation of Bryan Hudzina, Dana has been managing all covenant issues in addition to her day-to-day operations. We hope we can have the position filled before the end of March.

2) Trash Issues:

Management is aware of the trash disposing issues Parkfairfax is facing and is studying options to improve the current situation. Once the Board approves the new trash policy, several changes will occur. We plan to change the signage in the yard area, including better instructions. We are currently studying the possibility of repositioning (and perhaps) upgrading the camera at the main entrance to see users' faces and license plates clearly. Add under surveillance signs and make additional adjustments until we can see results.

3) Community Room Upgrade:

The Community Room renovation project is underway. The rear patio has been completed, and management has received several positive comments and feedback from residents regarding the results (Picture below).

We are reviewing the Architect's preliminary set of plans which were received this week. The APB Committee will meet to discuss and provide feedback to the architect for a final set of plans later this month.

Community Room Patio



4) **Communication Training for Maintenance and Admin Staff:**

Within the last month, I have been gathering information about our communication structure with members from our maintenance department and admin office, especially the use of Buildium.

I have met with Jennifer, Alonso, Dana Guy, and Lolita to understand the process and the chain of communication when requests are made through Buildium and other means such as email or in person. During this process, I have been able to identify several issues that are causes for miscommunications or “forgotten” requests that lots of residents have brought to my attention.

I plan to make some changes within our communication structure which I hope will improve results and overall resident satisfaction when they contact our staff. Within the subsequent month, management will be scheduling training sessions with certain members of admin and the maintenance team. We will keep monitoring results and make adjustments as necessary as time goes by.

5) **EV Charging Locations:**

At our February meeting, I was asked to meet with Bob and Christopher to discuss their EV Charging stations plan and find additional location options. I met with Brian Mullins to discuss the possibility of adding other locations to the already two they previously suggested.

He is in the process of looking at other locations where it will be feasible to run a power line source for EV charging stations. We should have his recommendations by our next meeting in April.

6) Insurance Renewal:

Our insurance agent submitted a proposal for the renewal of Parkfairfax insurance package policy at an approximately 10% increase from last year's premium.

In addition to this proposal, management consulted with two other reputable insurance agencies in the area to find alternatives if our insurance agent had challenges getting a renewal proposal at a reasonable premium cost.

One of them, Associated Insurance Management (the largest GNY broker in the Washington DC area), declined coverage due to two reasons:

- 1) Large loss activity. The Association has incurred three large claims over the past seven years.
- 2) A large number of condominium units have Federal Pacific Stab Lok breakers.

The other insurance agency consulted was Hilb Group Mid-Atlantic. They are looking at our case through their underwriters and should respond before next Wednesday's Board meeting.

If a proposal from the Hilb Group Mid-Atlantic is submitted, the Board will have two options to choose from. If none, then the only option is to renew with our current agent, which given the current market, has proposed an excellent policy renewal rate given the current market and Parkfairfax's challenging situation.

Our current insurance policy expires on April 1st, 2022.

7) 1641 Fitzgerald Ln (907):

Within the last month, we have implemented an action plan on Building 907 to mitigate the rodent population that has been reported recently. Our action plan included:

- Wednesdays pest control will treat/rebait rodent stations around the entire building.
- Parkfairfax tech will inspect the entire attic twice a week for any new open access point (will schedule with resident direct for entry).
- Parkfairfax will rebait squirrel traps as needed.
- Unit 1633 will be checked by pest control weekly and treated as necessary.
- Tree limbs and ivy will be trimmed where needed.

I am happy to report that no rodents have been seen in the past week, and things have been improving quickly.

In addition to the above, we recently spoke with An Alexandria city code inspector who has contacted the unit owner. The city has given her a 60-day deadline to bring her unit back to order, or they might take her to court.

8) 3528 – 3526 Valley Dr. (Update)

Our legal counsel has advised the homeowner of 3528 that they are responsible for the infestation and damages to their unit and the unit next door (3526). At this time, legal counsel is handling the communication.

The following information is to address Jim K.'s questions regarding tests performed at these locations:

- 1) *“PFX was sent a mold report Feb 3 (to Dana) showing adjoining unit had unacceptable toxic mold reading upstairs. Doesn't seem to me we need to wait for anything else to fix their place or their attic.”*

Parkfairfax is not responsible for the damages in any of these units. The cost of mitigation and repair for both must be covered by the homeowner of 3528 Valley Dr.

- 2) *“Further questions on the mold readings for 11/2021, since I found the mold report of Feb 3 was for readings taken Jan 31, then what happened to the report for the 11/2021 readings? Did we have to pay for the readings and report? If we received a report then what were the results and why did we have to pay for more readings Jan 31?”*

The 11/21 report was ordered for unit 3528. The levels detected were deemed unacceptable

Parkfairfax ordered the Jan 31, 2022 report for the adjacent unit 3526. The levels detected on the first floor were normal. The levels on the second floor were deemed elevated.

When this situation was first discovered, the tenant of 3528 rejected our urgent request to contact a mold mitigation company to treat her unit. Since no action was taken from the tenant or owner over almost two months (while in the meantime it was spreading to the adjacent unit 3526), we decided to contact the city and ask them to get involved. They asked us to test 3526 to see the extent of the problem and how much it had spread by then. That is when we ordered the Jan 31, 2022 test on 3526. Later on, we were informed that the tenant had moved out and that the owner of (3528) was attempting to make a claim under the association's insurance, which was later rejected.

Our legal counsel is currently handling the matter, and it is the responsibility of the owner of 3528 to reimburse the association for both tests.

9) Walker Consultants Presentation (Update)

The presentation of our engineering firm Walker Consultants regarding their Report for 2021 Global Visual Façade Assessment – 289 Structures has been moved to the April meeting.

MAINTENANCE

1. 114/1123 Beverly Dr (Geoffrey Mullikan). The unit owner obtained attorney due to water damage in the unit. Spoke with the unit owner on March 3rd. about entering for inspection. The owner said that he would need to talk with his wife about doing the inspection the week of March 7th. We emailed and called the unit owner twice on March 8th. The unit owner did respond, asking what the latest that inspection could be done was. He was told between 1:30-2:30 pm today. They were waiting on OK to move forward with the inspection.
2. Dominion Energy Bill. Spoke with a representative from Dominion. This bill goes back to July 23, 2019, when Ms. Utility was called out to mark the grounds for underground cabling prior to staff digging behind Bldg. 902. Ms. Utility gave staff the clearance to start excavating. However, Ms. Utility mismarked the grounds causing an underground powerline to be damaged by our equipment. This invoice should have gone to Ms. Utility. I am currently working on this issue.
 - Dominion sent the bill to Ms. Utility.
3. Building 739/Rear Sewer line replacement – Concrete sewer line collapsed in several places, causing the drain to back up and sewer entering 3442 Gunston tub. E&G LLC, along with the staff, are working on this issue. Work is scheduled to be completed by March 11th.
4. 717/3522 Gunston (Daniel Shen). Erosion issues at the rear. We are coordinating with our landscape team and CLS on building a retainer wall to stabilize the hillside.
5. Attic and Smoke Alarm Inspections. Start Date Feb 7 – April
6. Building 907/Grounds Restoration: Work scheduled for the week of March 14th.
7. Commonwealth of Virginia State Corporation Commission, Division of Utility and Railroad Safety (Gregory Conolly): Met with Gregory and Scott (JD Relleck) to review documents and questions. We are currently updating information and coordinating with Washington Gas on additional required questions.
8. Laundry Room Heater Thermostats. The electrician has removed 15 secondary thermostats from laundry rooms. This will allow heaters to cut off/on automatically when it reaches their set point. Still have more to do.

9. Building 842 Boiler Room/Electric Service: Discontinue electric service in the boiler room as it is no longer safe. There is only partial power due to a fault on the underground feed located under the sidewalk. The electrician will remove old equipment and install a new 200-amp circuit breaker panel in the laundry room. Work is scheduled for March 8th and will be done by Brian Mullens. The contractor will work side by side with Dominion Energy.
10. Adcock Electrical: Annual alarm testing in laundry and storage rooms. Inspections are complete. There were 5 locations where bells needed to be replaced. The contractor will be sending a proposal for work.

Crawlspace Gas Line Replacement

Building	Type	#Of Units	Dates	Status
516	AC-17	6	TBD	Scheduled
528	BB-7	6	TBD	Scheduled
846	B-15	4	TBD	Scheduled

PEX Pipe Replacement completed in February:

Building	Type	#Of Units	Dates	Status
509	B-15	4	February	Completed
510	B-14	4	February	Completed
512	B-14	8	February	Completed
513	C-1	8	February	Completed