

LENOX PLACE
S U N N Y S I D E
HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

February 27, 2012

The regularly scheduled meeting of the Board of Directors for January was held on Monday, February 27, 2012. The meeting was called to order at 7:00 p.m. by Lewis Jackson at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Board Meeting Attendance:

Present: Lewis Jackson - President, Jack Stevens – Vice President, Ken LaVolpe – Secretary, Kevin Naus - Treasurer, and Greg Lawrence - Capitol Management

Absent: Leslie Thornton- Member-at-large

Approval of Minutes:

The minutes for the January 30, 2012 Board meeting were reviewed in advance by each Board Member.

Move to: Approve Meeting Minutes for the January 30, 2012 with corrections noted (Secretary to distribute corrected minutes by 3/2)

Moved by: Lewis Jackson

Seconded: Jack Stevens

For: All

Against: None

MOTION PASSED

Alexandria City Law Enforcement Report:

- Sgt. Jose Garcia from the Alexandria Police Department was present and provided general updates for the Arlandria City Manager area.
- Sgt. Garcia introduced our Resident Police Officer, Carl Wortham. Carl resides at Alexandria Crossing on Old Dominion Blvd., so if you see him say hello.
- APD continues to stress that residents should not keep items of value in the car that can easily be seen, including GPS devices, sunglasses, owner’s manuals and garage door openers that might be hanging from the visor. Please see Alexandria PD press release here:
http://alexandriava.gov/police/info/news_policedisplay.aspx?id=44202

Residents Open Forum:

- Susan Swift 3836 Charles – asked about the spring (May) landscaping competition. Lewis Jackson advised that the decision had yet to be made and that the landscape committee was limited in the members.

Committee Reports:

- A. Landscape Committee – Lewis Jackson for Leslie Thornton:
- Last month we moved forward with the first portion of the pruning.
 - Will be looking at proposals for the spring flowers.
- B. Architectural Review Committee –Jack Stevens:
- Updated paint colors by zone, this is expected the end of the month
 - Reviewed and discussed VAR process and procedures.
 - ARC is looking for 1 to 3 more residents to join the ARC and would prefer to get a resident from Elbert to join to provide a broader prospective. Any residents interested in joining the ARC please contact Aaron West at awwest5@gmail.com or at 703-638-5660.
 - ARC monthly meeting February 23, 2012, including Aaron West, Pat McHugh, Jack Stevens discussed the following VARs:
 1. 3911-A Elbert Avenue: VAR dated 2/3/2012 requested a variance for the installation of a satellite TV dish.
No ARC action required, homeowner may proceed
 2. 3911-A Elbert Avenue: The VAR dated 2/22/2012 requested two changes:
 1. Removal of a tree in their back yard
Tree lies solely in the resident's backyard so is not under the control of the ARC. No ARC action required, homeowner may proceed
 2. Replacement of rotted decking and deck railing.
Railing and decking replacement is "one for one" replacement, no ARC action required, homeowner may proceed
 3. 3900 Charles Avenue (Friedman). VAR dated 1/25/2012 requested the replacement of the existing roof and the soffits and gutters.
Vote 2-0 to conditionally approve the VAR provided that the paint colors for the gutter and trim conform to the approved colors and/or are color matched with the existing paint color.
 - Updated paint colors by zone, this is expected the end of the month.
- C. Parking Committee – Lewis Jackson:
- Nothing much to report, it has been relatively quiet.
- D. Newsletter Committee – Lewis Jackson:
- Nate Petrillo, Chairman, has resigned and it may be a challenge to get out a newsletter in the spring; a President's letter will be written in the meantime.
- E. Community Relations Committee – Ken LaVolpe:
- Not much has changed since the January update.
 - Calvert demolition has started and is moving quickly.
 - COPS funding is not in jeopardy, a positive change from what was previously speculated.
 - Details on updates to the 4MR park ball fields and development at Reed Ave and Potomac Yard should be available soon.

Financial Report – Kevin Naus

Investments:

On January 31, 2012, the Association had operating and investment funds totaling \$552,715. There are \$517,670 in laddered CDs and investment funds. Total operating assets has a balance of \$18,875.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of January 31, 2012 was \$11,285.

Accrued Reserves total \$518,052 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.

Income Statement Report:

The Income Statement Report reflects a year-to- date income of \$11,470 which is \$364 below the budgeted amount of \$11,834. The year-to-date expenses are \$8,091 which is \$3,593 under the budgeted amount of \$11,684.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$3,229. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Old Business:

- A. ARC Hearings
 - Lewis had some discussions with Greg about the process and fairness. The outstanding items will be addressed as part of the next (2012) ARC review.

- B. Elbert Driveway Price Negotiation
 - Greenlink has proposed \$10 per square foot, average Elbert driveway is 10ft by 20 ft = 200 square feet. This would be approximately \$2,000. Depending on volume this price could reduce to as low as \$8.
 - Capitol, Lewis and Ken will work on a letter to send out to Elbert Avenue residents prior to the mailing of annual inspection letters since we already know that additional Elbert residents will be sited for driveway issues.

- C. Landscape Repair Projects
 - The Board and the landscape committee have identified several landscape areas of concern including:
 - The North Gate common area
 - The "Triangle Area" behind 3801-3807 Courtland
 - Between Courtland and Charles behind north gate
 - Drainage issues behind 3834-3846 Charles Avenue and Old Dominion
 - Three proposals have been received and a preliminary review completed by board members.

- There were some questions related to the different quotes matching up to each other. Capitol and Ken LaVolpe will take a look and attempt to match up the quotes and perhaps submit questions to the responders.

- D. Mailbox Stand Repair
 - Capitol has been in contact with the Postal Service, they will not touch the concrete.
 - Capitol will need to correct issues to the concrete; Lenox place will cover the cost for materials (concrete) and Capitol will cover the labor rate, due to issues with the previous repair.

- E. ARC/Welcome packet revisions
 - This should be finalized shortly but we will likely not have the color updates from the ARC.

- F. Elbert Garage Door Window Replacement
 - Letter has been sent and Greg will follow up personally.

- G. 3812 Charles – Multi-Color House
 - Capitol has contacted them but they have not returned any calls. Capitol to follow up again.

New Business:

- A. 2012 Annual Inspections
 - First inspections will be completed by 03/16, meaning that letters will go out by 3/16.
 - Residents will have 30 days to correct the issues noted in the inspection letters.
 - A second round of inspections will take place approximately 1 week later with additional letters to follow.

- B. Doggie Station Pavers
 - Capitol will install a few pavers at the doggie station; install two stepping stones to allow easier access to the doggie station. Will be completed by March 9th

Adjourn:

Move to: Adjourn at 8:18 p.m.
Moved by: Ken LaVolpe
Seconded: Kevin Naus
For: All
Against: None
MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved at the March 26, 2012 Board Meeting