

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

**Board of Directors Meeting Minutes**

January 30, 2012

The regularly scheduled meeting of the Board of Directors for January was held on Monday, January 30, 2012. The meeting was called to order at 7:01 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, and Greg Lawrence - Capitol Management

Absent: Leslie Thornton- Member-at-large

**Approval of Minutes:**

The minutes for the September and October, 2011 Board meeting were reviewed in advance by each Board Member.

Move to: Approve Meeting Minutes for September, 2011 and October, 2011

Moved by: Lewis Jackson

Seconded: Ken LaVolpe

For: All

Against: None

**MOTION PASSED**

**Alexandria City Law Enforcement Report:**

- No Report

**Residents Open Forum:**

- None

**Committee Reports:**

- A. Landscape Committee – Lewis Jackson for Leslie Thornton:
  - Committee has not had a formal meeting but has met to review several proposals, more to come under new business.
  - There will be several needed landscaping projects in 2012 including large drainage related projects.
  
- B. Architectural Review Committee –Jack Stevens:
  - The committee has not formally met since the beginning of the year. There are several items related to the annual inspections
  
- C. Parking Committee – Lewis Jackson:
  - There have been no reports from Henry's towing as is required. There have been a few recent tows but the number of tows has dramatically reduced.
  
- D. Newsletter Committee – Lewis Jackson:
  - Progress; there is a reformatting of the newsletter to be a bit more eye catching.
  
- E. Community Relations Committee – Ken LaVolpe:
  - Kevin Beekman is present to give the report this month.
  - The Arlandria shopping center redevelopment:
    - It passed approval. All voted in favor with the exception of Alicia Hughes. It was a long day but council heard comments for a large number of community members before voting.
    - There was a 30 day period for community leaders to appeal but no one did it.
  - Potomac Yard Redevelopment
    - Building of the townhomes has begun
    - SUP for development at the south end of Potomac yard 250 unit apartment complex
    - Glebe Road will be where the town center will be, more residential to the south
    - Route 1 transit will be discussed to include light rail or increased bus routes
    - Changes to the corner of East Read and Route 1 have been put on hold
    - Meeting at Cora Kelly tomorrow, COPS funding might be in jeopardy due to funding
  - Mt. Vernon and South Glebe Road Northbound it is expected to receive a dedicated left turn light

**Financial Report –None**

Report was not presented at this time; the board has appointed Kevin Naus as Treasurer taking over for John Peterson who resigned from the Board of Directors.

**Old Business:**

A. Reserve Study

- The only changes are for the three drainage projects for 2012. The reserve is safe for 2012 but we'll need to address reserve replenishment for 2013.
- Jack questions if the shortfall from previous reserve contributions was taken into account. This reserve study will overall correct for these previous shortfalls.

B. Fall Pruning

Move to: Approve two Valley Crest proposals as recommended by the Landscaping Committee.

Moved by: Ken LaVolpe

Seconded: Kevin Naus

For: All

Against: None

**MOTION PASSED**

C. 2011 Annual ARC inspections

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

D. Elbert Driveway Reimbursement

- Greenlink was finally paid and Capitol should have square foot pricing by end of the week.

E. VC Design Project

- It has been completed but will be hard to see the results until items begin to grow in.
- The Landscaping Committee also feels that Chris has done a much better job at communication and working with the Committee, residents and the Board.

F. Landscape Repair Projects

- Moving forward, 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 Courland
  - Between Courtland and Charles behind north gate
  - Drainage issues behind 3834-3846 Charles Avenue and Old Dominion

G. Mailbox stand repair

- The mailboxes had been repaired but the one is still leaning, that work still needs to be completed.

H. 2012 HOA Fee Increase

- There have been no negative responses received.
- Approximately 75% of the payments are electronic.

I. 2011 Charitable contributions

- Donations were distributed already.

J. 2012 Annual Budget

Affirming the electronic vote of November 30, 2011:

Move to: Electronically approve the submitted operating budget for 2012.

Moved by: Lewis Jackson

Seconded: John Peterson

For: Lewis Jackson (11/30/2011), John Peterson (12/02/2011), Leslie Thornton (12/02/2011), Ken LaVolpe (12/06/2011), Jack Stevens (12/06/2011)

Against: None

**MOTION PASSED**

K. ARC/Welcome packet revisions

- This should be finalized by next meeting but we will likely not have the color updates from the ARC.

L. 2012 Snow Removal Contract

- The contract was previously approved, no events to date.

**New Business:**

A. Kevin Naus – Board Nomination

Affirming the January 19<sup>th</sup> nomination and the January 23<sup>rd</sup> electronic vote:

Move to: Appoint Kevin Naus to the Board of Directors.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: Jack Stevens (01/19/2012), Lewis Jackson (01/23/2012), Leslie Thornton (02/23/2012), Ken LaVolpe (02/23/2012)

Against: None

**MOTION PASSED**

B. Capitol Property Management

- Capitol announced that there were internal changes in the Finance department in a hope to address issues.
- The board will work with Capitol on improving overall process and responsiveness to our residents and the Board.

**Adjourn:**

Move to: Adjourn at 8:17 p.m.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: All

Against: None

**MOTION PASSED**

Minutes prepared and submitted by: Ken LaVolpe, Secretary  
Minutes to be approved at the February 27, 2012 Board Meeting