

LENOX PLACE

S U N N Y S I D E

HOMEOWNERS ASSOCIATION, INC. Board of Directors Meeting Minutes

March 26, 2012

The regularly scheduled meeting of the Board of Directors for January was held on Monday, March 26, 2012. The meeting was called to order at 7:04 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, and Greg Lawrence - Capitol Management

Absent: Kevin Naus - Treasurer, Leslie Thornton- Member-at-large

Alexandria City Law Enforcement Report:

- Sgt. Jose Garcia from the Alexandria Police Department was not present.
- 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:

- Jim Rorke, 3816 Charles – Reviewed the meeting minutes and saw that there were previous drainage reviews had been completed.
 - Miss Utility previously reviewed the Triangle area and found that there are several utilities close to the surface which required hand digging in that area.
 - There are some white stones that have fallen into the drain and may have caused a clog in the drain. A previous duty of the “clean-up” person was to ensure that the drain was clear of leaves and other debris.
 - Also discussed that the other areas under consideration for the repair and provided some institutional knowledge about previous work done in this area.
- Chuck Finke 3836 Charles – Chuck commented that over the years there have been ongoing drainage issues and repair work in the past has made no positive or negative change to the water and drainage in the area.

Approval of Minutes:

The minutes for the February 27, 2012 Board meeting were reviewed in advance by each Board Member.

Move to: Approve Meeting Minutes for February 27, 2012.

Moved by: Lewis Jackson

Seconded: Ken LaVolpe

For: All

Against: None

MOTION PASSED

Financial Report – Stevens/Lawrence for Kevin Naus:

Investments:

On February 29, 2012, the Association had operating and investment funds totaling \$542,860. There are \$520,673 in laddered CDs and investment funds. Total operating assets has a balance of \$8,641.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of February 29, 2012 was \$6,576.

Accrued Reserves total \$520,673 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 \$23,369 which is \$299 below the budgeted amount of \$23,668. The year-to-date expenses are \$22,934 which is \$434 under the budgeted amount of \$23,368.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$135. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Committee Reports:

- A. Landscape Committee – Lewis Jackson for Leslie Thornton:
 - Nothing additional to report.

- B. Architectural Review Committee –Jack Stevens:
 - ARC is being proactive on possible variance requests that will be submitted after the annual inspections.
 - 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 March 23, 2012, including Aaron West, Pat McHugh, Jack Stevens discussed the following VARs (Details are contained in the ARC monthly meeting minutes):
 - 1. 3846 Charles: VAR dated 3/14/2012, replacement of lights at side/front and garage doors. Approved.

- C. Parking Committee – Lewis Jackson:
 - Nothing much to report, it has been relatively quiet.

- D. Newsletter Committee – Lewis Jackson:
 - There is only one member and it may be a challenge to get out a newsletter in the spring.
 - A draft President’s letter has been drafted and will be discussed.

- E. Community Relations Committee – Kevin Beekman:
 - City raised the taxes this year which included an add-on for transportation
 - This includes adding a trolley service down Mt. Vernon.
 - There is an issue with where the trolley could turn around
 - There is an open house this Wednesday night 6pm at George Washington School
 - 4 Mile run park expansion work is moving forward but there is not a signed contract yet. The farmers market will postpone the start to May to accommodate the construction.
 - City reported a 1.6% reduction in Part 1 Crime, [Historic Low in Part 1 Crime](#).

Old Business:

- A. ARC Hearings
 - The outstanding items will be addressed as part of the next (2012) ARC review.
 - Capitol, in conjunction with the Board, will set up a schedule, in advance, for hearings.
- 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.
 - Greenlink will provide a detailed proposal with pricing and any additional stipulations for the work to be completed.
 - 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 cited for driveway issues.
- C. Major 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.

Move to: Approve Davey proposal, dated 02/24/2012 for “North Gate” and “3915 Courtland Circle” at a cost of \$2,000.00

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

- D. Mailbox Stand Repair
 - Capitol has made several attempts to repaint the mailboxes, however rust continues to leach through the paint.
 - Capitol will be in contact with the Postal Service to have the mailboxes replaced, this is the only resolution.

- E. 2012 Annual Inspections
 - Inspections are complete and have been sent to all residents via U.S. Mail
 - 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.
- F. Doggie Station Pavers
 - Capitol installed pavers at the doggie station; including stepping stone to allow easier access to the doggie station.
- G. ARC/Welcome packet revisions
 - This should be finalized shortly but we will likely not have the color updates from the ARC.
- H. Elbert Garage Door Window Replacement
 - Letter has been sent and Greg will follow up personally.
- I. 3812 Charles – Multi-Color House
 - Capitol has contacted them but they have not returned any calls or other communications.
- J. Spring Flowers Installation
 - The flowers are usually provided in May but with the better weather we may be able to have Valley Crest move this schedule up if they have the flowers on hand.

New Business:

- A. Common Area Turf Repair
 - Proposal submitted was not accurate nor did it include any level of needed detail. This is tabled.
- B. Private Street/Parking Area Spring Clean-Up
 - Valley Crest submitted a proposal for the annual clean-up of the LPAS parking area and private streets.
 - Move to: Approve Valley Crest proposal for sand cleanup, not to exceed \$1,230.00
 - Moved by: Lewis Jackson
 - Seconded: Jack Stevenson
 - For: All
 - Against: None
 - MOTION PASSED**
- C. Committee Nominations
 - Landscaping Committee
 - Move to: Approve nomination of Jim Rorke to the Landscaping Committee.
 - Moved by: Lewis Jackson
 - Seconded: Ken LaVolpe
 - For: All
 - Against: None
 - MOTION PASSED**
- D. Solar Panel Discussion
 - Information from related to solar panel installation was provided from Chadwick Washington.

- This information will also be provided to the ARC for their review and recommendation soon.
- E. President's Letter
 - Spring 2012 President's Letter has been drafted and will be sent to all residents via U.S. Mail in the first week of April.

Executive Session

- A. Entered into Executive Session at 8:40pm and ended at 9:00pm

Move to: Continue with all actions from Executive Session
Moved by: Ken LaVolpe
Seconded: Lewis Jackson
For: All
Against: None
MOTION PASSED

Adjourn:

Move to: Adjourn at 9:03 p.m.
Moved by: Lewis Jackson
Seconded: Ken LaVolpe
For: All
Against: None
MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved electronically after the April 23, 2012 Board Meeting