

# LENOX PLACE S U N N Y S I D E

*Homeowners Association, Inc.*  
*Board of Directors Meeting Minutes*  
October 22, 2018 – 7:00 pm

## ATTENDANCE

Margo Gorra-Stockman, President (2019)  
Jim Rorke, Vice President (2020)  
Jonathan Greger, Member at Large (2020)  
Frank Purcell, Director (2021)  
Saide Ashaboglu, Director (2021)  
Elizabeth Stulga, Capitol Property Management  
Pam Roberts, Resident  
Annette Gillis, Resident  
Lewis Jackson, Resident

## CALL TO ORDER

The meeting was called to order at 7:03 pm by President Margo Gorra-Stockman at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

## HOMEOWNER FORUM

Pam Roberts:

1. Reported lights out on lower Charles, including light JG-75 which is out, JG-445 is covered with leaves, and a light at the end of Charles.

Lewis Jackson:

1. Made statements about a lighting map, certain homes having external AC units which he said were out of compliance with policy, shrubs at West Glebe and Old Dominion, landscaping adjacent to the Dodson property, minutes, meeting times, landscaping at W. Glebe and Elbert, and tree pruning.

## POLICE REPORT

No police report.

## Approval of Meeting Minutes

Minutes from the meetings of July 2018 and August 2018 were reviewed. Technical edits were made to the draft August minutes. **Jon moved to approve the August minutes as amended, Margo seconded. Motion passed.** Technical edits were made to the draft July minutes. **Jon moved to approve the July minutes as amended. Margo seconded. Motion passed.**

## COMMITTEE REPORTS

- **Landscape Committee** – Jim Rorke

- Conducted property walkabout with Palmers on September 5th, 2018.
- Reviewed and discussed several landscape non-contract proposals. Committee recommendations will be presented in new business.

- **Architectural Review Committee** – Margo Gorra-Stockman

Discussion took place regarding the two approvals that were made in September

- 3911A Elbert Ave: to move a fence 2.5 feet to its property line, so that it is longer than initially requested
- 3913 Courtland Cir.: to replace top and bottom sliding glass doors

Discussion took place regarding ARC review of roof applications and specifications.

Discussion took place regarding matching siding colors.

- **Parking** – Frank Purcell

Next parking committee meeting is Sat., Oct. 27.

- **Community Relations** – Open

No report

- **Budget Committee** – Open

No report

## Management Report

Elizabeth presented the management report.

- Interest income is above budget.
- The September annual meeting was held, when Frank Purcell and Saide Ashaboglu were elected to director positions.

## Old Business

- Mailbox replacement on Elbert is completed.
- National Night Out took place Aug. 7.
- Landscaping company was changed from Palmer's to Landcare, a name change.

- A gate lock failure was reported by a resident to the management company. Further investigation was done as to whether this was a gate lock failure or a post not properly aligned with the lock.
  - This issue should have been fixed by the management company by this date - Elizabeth to follow up.

## NEW BUSINESS

### A. Landscaping Proposal

The Landscape Committee members Annette Gillis and Pam Roberts discussed proposal #18563003 from LandCare and made prioritized recommendations.

- Approximately \$4,400 is for renovation of shrubbery, with some concern expressed that the landscape company may not have adequately kept up with past trimming requirements.
- Jon asked the Landscape Committee to request of LandCare for their trimming plan as contracted and how frequently shrubbery renovations should be required.
- The Committee recommended prioritizing work along Glebe Rd. This includes items 1 (warranty), 2, 3, 4, 5, 7.
  - Item 7 Nandina's should be moved from blocking the Lenox Place sign text and replanted to the side of the signs.
- Items 8, 9, 10 and 14 are high priority that can be done over winter 2018-2019.
- Items 11 and 13 were high priority; however they will come out of the tree trimming budget.
- The drainage item (number 16) will be considered as a drainage and erosion project not a landscaping budget project. There was discussion whether terminating the drain at a popup emitter; the street is a considerable distance away.
- A committee's lower priority is item 6, a tree replacement at 3816 Charles. The contractor recommendation was for an expensive Columnar European Hornbeam tree. No action was taken at this time.
- The Committee also reviewed LandCare proposal #18563004, the shrubs at W Glebe and Old Dominion, including three distinct shrub options.

**The Board considered a motion** to authorize all of the work listed in LandCare proposal #18563003 except Items 6 and 16, totaling \$5,531.

**The Board considered a motion** directing management to seek a quote from LandCare to remove the skip cherry laurels at W. Glebe and Old Dominion and to report back to the Board.

**The Board considered a motion** requesting the Landscape Committee to explore the feasibility of producing an LPAS landscape design, reporting by the March 2019 Board meeting.

**The three above motions were offered in bloc by Jim, seconded by Jon, and approved unanimously.**

The President described the process for consideration and approval of the landscaping at 3801 Elbert recently approved for installation.

#### B. Exterior Lighting Repairs

**The Board considered a motion to** authorize work to fix lights near W. Glebe and Charles Ave. according to Power Systems Electric Work Order #180926-001, for \$530.13. The Board also requested management investigate why exterior entrance lights on property keep failing, and to report back to the Board by the next meeting. **The motion was offered by Jon, seconded by Margo, and approved unanimously.**

#### C. 2019 Budget

Board members should send questions or requests for clarification of particular line items over the next week. Margo will consolidate and send to Elizabeth for responses.

Budget to be formally discussed in the November Board Meeting.

## EXECUTIVE SESSION

**Margo moved to resolve the Board into executive session at 9:52 pm, which was done by unanimous consent, for the purpose of Board personnel actions.**

**The Board resolved into open session at 10:20 pm.** During executive session the Board named as its 2018-2019 officers:

Margo Gorra-Stockman, President  
Frank Purcell, Vice President  
Jonathan Greger, Treasurer  
Saide Ashaboglu, Secretary  
Jim Rorke, Member-at-large

## ADJOURN

**Margo moved to adjourn at 10:27 pm. Frank seconded. Motion passed unanimously.**

Next Meeting will be Monday, November 26th, 2018, 7:00 pm, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305