

LENOX PLACE SUNNYSIDE

Homeowners Association, Inc.
Annual Meeting Minutes
Monday, September 25, 2017

BOARD MEETING ATTENDANCE:

Margo Gorra-Stockman, President (2020) – Present
Jim Rorke, Vice President (2017) – Present
Mark Makaray (2020) – member at large - Present
Bella Vulchanova, Treasurer (2018) – Present

Heather Herndon, Secretary (2018) – Present
Elizabeth Stulga, Capitol Companies – Present

I. CALL TO ORDER

- a. The Annual meeting of the Lenox Place at Sunnyside Homeowners Association was called to order at 7:31 pm by President Margo Gorra-Stockman at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

II. ESTABLISH QUORUM

- a. Quorum was established by Elizabeth Stulga.

III. PROOF OF NOTICE

- a. Proof of notice was presented.

IV. REVIEW OF MINUTES OF LAST ANNUAL MEETING 2016

- a. Charles Finke motioned to approve the 2016 annual meeting minutes, as amended, Rob Taylor seconded, motion passed unanimously.

V. COMMUNITY OFFICER

Sgt. Jose Garcia, Alexandria Police Department, was not able to attend, Jim Rorke reported the following:

- a. Child on Executive Avenue was killed after running into the street in late September, driver stayed on the scene.
 - i. Homeowner would like for police to create a plan to reduce speed of cars on West Glebe Road. There have been two deaths in the past year in the immediate area.
 - ii. Homeowner would like for the Board to send a letter to the City with our concerns, speaking from the Homeowner Association Board.
 - iii. Homeowner reported Shorter and Old Dominion does not have a Stop sign (it has never had a Stop sign)
 - iv. Homeowner called the non-emergency number, the City has a program called “Call, Click, Connect” along with a phone number - 703-746-4357 – where citizens can make other requests to the City
- b. Red light on Old Dominion and West Glebe Rd – people are running the red light on a daily basis.
- c. Police non-emergency number is 703-746-4444 –calling and reporting an issue does not trigger an audit or investigation of the caller, call if something is stolen from a car or garbage can is

stolen or to ask for service for fire lane violations, illegally parked cars, commercial vehicles (painted sign advertising business), out of state plates, etc.

- d. Motion sensor lights are recommended or leaving outside lights on overnight.

VI. PRESIDENT'S REPORT

Margo Gorra-Stockman reported the following:

- Thanks to members of the community who have been involved in budget, parking, communications, landscape, newsletter, and ARC committees. All committees have been very active this year.
- Spring planting, replanting of landscaping, will continue
- Tree trimming – will continue, send email for specific requests
- Spring 2017 – corrected drainage issue behind Elbert Avenue and Charles Avenue
- Plans are moving forward to replace mailboxes on Elbert Avenue
- Les Lee has been repairing backyard patio fences, requests can be submitted to Elizabeth Stulga, if you have already submitted a request and have not heard from Les please reach out to Elizabeth again.
- Reserve Study was conducted, on a five year basis, projects out 30 years of capital improvement items and the required reserve funding.
- Completed Draft of the Declarations, which have not been updated since 1989. Input from the committee has been incorporated into the final draft.
- NNO was successful, well attended, good food, with many attendees.
- Successful yard sale was conducted in the spring.
- Community relations committee – need to have a volunteer to lead the committee.

VII. COMMITTEE REPORTS

a. Finance - Bella Vulchanova

- i. Have a working Budget Committee which helps to provide extra consideration.
- ii. Jen Dodson has been leading the committee and has identified the landscape contract and other landscape items that are the largest costs for the HOA.
- iii. New Reserve Study was created by a new company; the Board was intimately involved in reviewing and ensuring that everything was understood and properly considered.
- iv. Elizabeth Stulga has been working on snow contract proposals for the 2017/2018 snow season.
- v. Working Reserve is very important and has been reestablished; this will provide a pool of funds to pay for unknown expenses without having to liquidate reserve funds.
- vi. Some of the Reserve money has been invested in CDs
- vii. Jen Dodson, Chairperson of the Budget Committee, Homeowner on Elbert Avenue reported:
 1. Budget committee meets once per month, time, address, date are posted on LenoxPlace.org website.
 2. All members of the Budget committee volunteered and have been approved by Board.
 3. Goal of the Budget committee is to help Board and homeowners to know how money is spent and give recommendations for future budgets and discretionary items.
 4. Jen has created charts for homeowners to review tonight or come to the next Budget committee meeting.

b. Parking – Jim Rorke

- i. There are three committee members,
- ii. Use hang tag when parked in community parking, please call Capitol Management, Elizabeth Stulga, if there are any improperly parked cars
- iii. To be fair to all homeowners, those who have garages and driveways, please use those resources first before parking in the common area.
- iv. There are six reserve spaces, rented by homeowners who do not have a garage, these homeowners can call Henry's to have any car parked in their space towed. Only Parking committee or Board members can call to have cars towed from other non-reserved spaces.
 1. Homeowner - are there changes to the next hang tag so that they work with mirrors better?
 2. Homeowner - it was helpful when the address was written on the tag; that was considered to be a privacy issue so it was changed. Board members and Parking committee member, as well as Capitol Management have a list of tag numbers associated with residence addresses.
 3. Homeowner – what happens if someone is hospitalized in an emergency situation and cannot move their car every seven days? Please reach out to Elizabeth to let her know of the situation and we'll take note to be reasonable.

c. Architectural Review Committee – Margo Gorra-Stockman – report from Nick Toasso

- i. Three members, few meetings this year, quickly turning around requests
- ii. Guidance will be created for additional items such as brushed nickel fixtures.
- iii. Delays of exterior form requests – failure to submit the sample, not just brochure.
 1. Trim coil color must be reviewed
 2. Need to see trim coil for non-white window replacements
 3. Shingles and colors must be approved
 4. Submit the current version of the form that is on LenoxPlace.org
- iv. The committee has been turning around requests within 48 hours, if you have not heard from them please reach out.
- v. Improper items can slow down a home sale in the future.
- vi. Homeowner put in a request 6 years ago, color scheme needs to remain the same. Property manager disagreed, need to have resolution on this request. (Ernest Howard - 3812 Charles Ave)
- vii. Homeowner asked about outside lights on the homes, can the specifications be updated?
 1. Specifications are on the LenoxPlace.org website
- viii. Homeowner had a good response from the ARC and installed new windows

d. Landscape Committee – Jim Rorke –

- i. Landscaping is a major portion of our budget, active landscape committee – Annette Gillis is chairperson
- ii. Annette reported
 1. Drainage issue was resolved between Elbert Avenue and Charles Avenue

2. The committee will walk the property with Elizabeth and Palmers to identify needs
 3. Neil from Palmers will provide proposals, the committee will prioritize and make recommendations to the Board.
 4. Looking for additional members.
 5. The committee has a schedule of services that are completed throughout the year.
- iii. Dog poop and pee does have an impact on the neighborhood, please pick up and water after urination.
- e. **Community Relations – Bella Vulchanova**
 - i. Nothing additional to report

VIII. ELECTIONS

a. Introduction of Candidates

- i. Anna Goddard, not in attendance, Margo read her biography
- ii. Jim Rorke
- iii. Jonathan Greger, not in attendance, Bella read his biography

b. Selection of Inspectors of the Election

- i. Frank Purcell
- ii. Andrea Fus

c. Introduction of New Directors

- i. James Rorke (2020)
- ii. Anna Goddard (2020)

IX. OLD BUSINESS

a. Declaration Amendments

- i. The Lenox Place at Sunnyside governing documents have not been updated since 1989, include language regarding a pool. They need to be updated to current state and federal law as well as need to include electronic communications.
- ii. All homeowners will receive a paper copy in the US mail.
- iii. Clarifications have been made to some areas where the language is vague.
- iv. Provides enforcement authority
- v. First attempt to update about three years ago
 1. Suggestions from homeowners have been reviewed and some incorporated into the revision that was completed over a year ago by the attorney
- vi. The October 23rd meeting will include an attorney who will be able to address specific questions; a notary will be included in future meeting(s) so that homeowners can provide their vote (one vote per townhouse).

X. QUESTION and ANSWER PERIOD

XI. ADJOURN

- a. *Jim Randle moved, Kristine Purcell seconded, motion passed unanimously to adjourn at 8:58 pm*

Next Meeting –Monday, October 23, 2017, at 6:30 pm at the Beverley Hills United Methodist Church,
Alexandria, Virginia 22305