

**Lenox Place at Sunnyside Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**July 22 , 2019 – 7:00 pm**

## ATTENDANCE

Margo Gorra-Stockman, President (2019)  
Frank Purcell, Vice President (2021), attended via phone  
Saide Ashaboglu, Secretary (2021)  
Jon Greger, Treasurer (2020)  
James Rorke, Member at Large (2020)  
Elizabeth Stulga, Capitol Property Management  
Sergeant Jose Garcia  
Jim Randle, Resident

## CALL TO ORDER

The meeting was called to order at 7:12 pm by Margo Gorra-Stockman at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

## HOMEOWNER FORUM

Jim Randle

3921 Charles Ave - a tree in front of his home has damaged the front steps and has also damaged the sewer pipe that serves their next door neighbor's house. He is asking the board for permission to remove the tree and replace it at his own expense with a slower growing tree (i.e. dogwood or cherry).

## POLICE REPORT

There were a total of 211 calls for service in Arlandria area: 44 of those were all reportable offenses and 12 were assault offenses  
6/24 to 7/22 - Lenox Place had one call for credit card fraud.  
Parking complaints: there was a total of 9, 6 were citable (4 on Elbert) and 3 were not reportable

## Approval of Meeting Minutes

Some amendments were made to the minutes. The June minutes were approved unanimously as amended.

## COMMITTEE REPORTS

- **Landscape Committee** – James Rorke

The Landscape committee did not meet this past month.

The list of people who want landscape care and shrub trimming needs to be updated.

There was a discussion about how to update these lists so that residents can more easily and efficiently opt-in or opt-out.

- **Architectural Review Committee – Margo Gorra-Stockman**
  - 3921 Courtland Circle - replacement of a window and sliding glass door have been approved.
  - 3830 Elbert Ave - multiple projects, which include replacing the front door and hardware, installing storm door, replacing gutter system, wrapping trim in aluminum and replacing exterior front lights have been approved.

The onboarding packets for new residents may not have the most current ARC guidelines. The board has asked management to investigate this, and update the packet as appropriate.

Nick will be leaving the post of ARC, he is waiting to find someone else to take over and train for the transition. The board will be sending an email and/or posting on Facebook to see if volunteers will come forward.

- **Parking – Frank Purcell**

The parking committee held a meeting on July 13, 2019 at 10am.

- **Community Relations – Open**

No report.

- **Budget Committee – Open**

No Report.

## Management Report

1. Interest income shows a positive variance of \$1,194 due to new investment strategy
2. Exterior maintenance shows positive variance of \$1,421
3. Fence repair shows a positive variance of \$1,999
4. Landscape non contract shows a negative variance of (\$6,567). Enhancement work paid in Jan for '18 and \$3,686 for spring enhancements
5. Tree maintenance shows a positive variance of \$2,500
6. Income tax federal and state shows a negative variance of (\$3,000) as taxes were prepaid.
7. Legal shows a positive variance of \$1,068

## OLD BUSINESS

1. Drainage walk through completed
2. Parking concerns continue to be addressed
3. Fire lane signs were installed
4. Several resales were completed
5. Tree walk through was completed
6. Inspection was completed by management and letters have been generated
7. Ken will be attending on August 26th board meeting
8. Tree branch removal
  - a. The branch on Elbert was removed and the total cost was \$217

## NEW BUSINESS

1. Proposals for tree trimming
  - a. The total of the proposal is \$7,975. One proposal was submitted by JL Tree Service. The board discussed obtaining competitive bids for value and cost-efficiency. The board was persuaded that management's experience working with JL Tree Service, and management's representation that the bid was competitive, satisfied the board to proceed with the work and not delay further.
  - b. The board reviewed the proposal and prioritized tree trimmings to carry out this year.
  - c. Saide Ashaboglu moved to approve that LPAS contract with JL Tree Service proposal #201907020HDO dated July 2, 2019 items 2, 3, 4, 6, 7, 9, 11, 12, 13, 14, 15, 18, 20, 21, 23, 24, 25, 26, 27, 28 and 29 for the total amount of \$5,525. Margo Gorra-Stockman seconded the motion and the motion was adopted unanimously.
2. NNO date set for Aug. 6, 2019, and check has been sent for Olga's catering and face-painting services
3. Proposals to remove a dead magnolia tree on common property before community event
  - a. The board considered proceeding to remove a dead magnolia tree on the southwest inner corner of Courtland Cir. before Aug. 6.
  - b. Two proposals have been submitted and the JL Tree Service bid was lower than LandCare's. The board concluded the tree should be removed as part of the JL Tree Service work noted in (1.) above.
4. Tree evaluation
  - a. The board had a brief discussion around the large tree on the east side of Elbert. The decision was to revisit the discussion in Oct/Nov when we will be discussing fall landscape proposals.
5. Capitol proposal to replace rotten wall and stairs on common property behind home located on Shorter Lane
  - a. The proposal has been submitted for \$1,127 to replace the rotten wall and staircase on the property.
  - b. Margo Gorra-Stockman motioned to approve LPAS Capitol to replace the wood retaining wall and stairs in the back of 501 Shorter Lane, as indicated in [PROPOSAL NUMBER AND DATE] for the price of \$1,127. The cost will come out of the reserves. Saide Ashaboglu seconds. The vote passed 4-1 with one abstention.
6. Discussion around committee members
  - a. The board discussed publicizing to the community the opportunities to serve with their neighbors on LPAS HOA committees.
7. Tree at 3921 Charles Ave discussed
  - a. The board unanimously approved the motion to allow Jim Randle to bring down the tree in front of his house, which is on his property, and replace it with a slower growing tree.
8. Exterior of common property black metal fence painting & gate replacement.
  - a. The board requested management bring additional bids to the next board meeting.
9. Soliciting quotes from engineering firm to develop requirements for replacing property fences, scheduled in the reserve study to be replaced in 2022-2024

- a. The board requested management obtain a quote from an engineering firm for assessing and providing detailed requirements for fence replacement needs slated for 2022-2024. Requirements will be leveraged to provide vendors with a consistent scope of work from which to obtain bids.
  - b. Traffic calming to reduce motor vehicle speed in LPAS and improve safety
  - c. The board requested management provide additional information including bids from companies to install removable speed bumps within the community.
  - d. The board also discussed posting content on the website and the FB page to tell residents to drive gently through the community.
10. Drainage Proposals
- a. The board will receive bids for drainage and erosion repairs across the community by the next meeting.
  - b. The irrigation and drainage representative offered to come to a board meeting to talk through recommendations for the community.

**Margo Gorra-Stockman moved to move to executive session at 9:35 pm for the purpose of evaluating aged balances.** With no objections the board moved to executive session.

**Margo Gorra-Stockman moved to end executive session at 9:44 pm.** Saide Ashaboglu seconded.

The executive session reviewed aged balances.

## **ADJOURN**

**Margo Gorra-Stockman moved to adjourn at 9:44 pm. Saide Ashaboglu seconded.** Motion passed unanimously.

Next Meeting is at 7:00 pm, Mon., July 22, 2019, at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.