

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, January 27, 2020 – 7:00 pm

ATTENDANCE:

Frank Purcell, President (2021)
Saide Ashaboglu, Vice President (2021)
Jonathan Greger, Treasurer (2020)
Jim Rorke, Secretary (2020)
Joanelize Morales, Capitol Property Management

Lewis Jackson, Resident
Robin Roberts, Resident
Pamela Roberts, Resident
SGT. J.R. Garcia, City of Alexandria Police Department

Eric Kempen, recorder

CALL TO ORDER:

The meeting was called to order at 7:04 pm by President Frank Purcell at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Purcell stated the objective of the board is to support a beautiful, neighborly and safe community, and also read the eight standing rules that the board requests everyone operate under.

The new Capitol Property Management representative to LPAS, Joanelize Morales, introduced herself to the board meeting attendees.

Member Forum:

Pamela Roberts – The erosion behind her property is getting really bad and she is very concerned. Purcell stated drainage renovations were on the agenda and would be discussed during the meeting.

CONSENT AGENDA:

Purcell moved to accept and approve the items listed in the Consent Agenda en bloc as amended, including to:

- a. Motion to accept minutes of the board meeting of Mon. November 25, 2019
- b. Motion to assign resident Glenn Chambers to the Architectural Review Committee
- c. Motion to authorize resident Eric Kempen to take notes for LPAS board meetings beginning Jan. 27, 2020, for a fee of \$100 per two-hour meeting plus \$12.50 per quarter-hour after two hours, submitted via Word document to the President and the Secretary within a week of the meeting, subject to a signed services

- agreement through April 1, 2020.
- d. Motion to name the LPAS HOA Yard Sale date of Sat. May 23, 2020, rain date Sat. June 6, 2020.
 - e. Motion to approve the 1st of 6 LPAS resident email newsletters for publication February 2020 (to be supplied)
 - f. Management report
 - g. Treasurer's report
 - h. Architectural review committee (ARC)
 - i. Landscape committee
 - j. Parking committee
 - k. Community affairs committee
 - l. Law enforcement written report

Rorke moved to strike a, b, e, f, g, h, i, and j, to address separate from the Consent Agenda.

Purcell motioned to accept items c, d, k, and l. Greger seconded the motion, which was adopted unanimously.

Rorke objections are as follows:

Item a:

Rorke recommended several edits to the November meeting minutes, including a page of new material.

Purcell moved to table approval of the November meeting minutes until the next meeting. Ashaboglu seconded the motion, which was adopted unanimously.

Item b:

Rorke stated he did not know the candidate for ARC. Greger suggested the board request a statement of candidacy from Chambers. Purcell stated this would be a new requirement of the board to serve on the ARC. .

Greger moved to obtain a statement of candidacy on any persons wishing to serve on ARC. Rorke seconded the motion, which was adopted unanimously.

Item e:

Rorke suggested changes to the draft newsletter. There was discussion whether the newsletter should be emailed, US mailed, or emailed to most members and US mailed to members who prefer US mail or have not disclosed an email address.

Purcell moved to have the newsletter emailed to those that management has on file, and for those remaining residents, to have the newsletter mailed in Feb. 2020, once content is agreed-to. Ashaboglu seconded the motion, which was adopted unanimously.

Item f:

There was no further management report in writing.

Rorke stated the entrance of West Glebe and Charles is missing a light fixture. The pole light by 3832 Elbert Ave. is not working so management should check if LPAS paid this vendor. Bids to replace the metal gates are pending.

Management sent a letter to non-LPAS homeowners that built out their wood fence into LPAS common area. This needs to be followed-up on by management.

Morales will look into the issues identified and to report back..

Item g:

The November 2019 financial report was missing from the packet for the meeting and should be included in the packet for the February meeting.

Resident Jackson also stated he was recording the board meeting.

Item h:

There was no ARC report. Rorke stated that he had no objections to this item and withdrew his objection.

Item i:

There was no Landscape Committee report. Rorke stated that he had no objections to this item and withdrew his objection.

Item j:

Rorke asked if LPAS had a valid enforceable parking policy. Purcell said the parking committee is developing a valid enforceable parking policy for community member comment and the Board to consider. Rorke withdrew his objection.

NEW BUSINESS

Law Enforcement Presentation

SGT J.R. Garcia presented about community safety for the quarter ending January 30, 2020. On December 21, 2019, LPAS had two calls for service on the 3800 block of Charles Ave. for disorderly conduct. He said in Arlandria there were 427 calls for service, 99 were reportable offenses. There were a total of 28 parking complaints in Arlandria. Reportable offenses are up slightly in Arlandria compared with last year.

Rorke asked about online crimes and about parking enforcement on Old Dominion, with Greger stating parked vehicles on that street encroach on intersections at W. Glebe and at Shorter

Lane for lack of signage prohibiting parking near an intersection. SGT Garcia said he would investigate and report back on these issues.

SGT Garcia requested an updated letter from LPAS authorizing Alexandria city law enforcement to enforce city laws on the property. SGT Garcia agreed to report to LPAS about community safety in writing monthly and in person quarterly.

End of Year (2019) Financial Report

Greger asked about the variance for irrigation and repairs authorizations. Morales stated she would check and report back to the board.

Greger asked if year-end net income moves to the owner's equity line on the balance sheet. Morales said it does. Purcell stated there is no need to adopt a motion to allocate 2019 net income toward LPAS accumulated negative equity.

Rorke noted variances on water and sewer, and irrigation expenses. Greger stated water prices have gone up in the city.

Purcell moved to accept the report. Greger seconded the motion. The motion was adopted 3-1, Purcell, Greger and Ashaboglu voting aye, Rorke voting nay.

Landscaping Maintenance and Drainage Projects Presentation

Purcell stated the board has been evaluating and seeking vendor bids for comprehensive drainage projects on the property to include the drainage behind the properties on the northeasternmost reach of Charles Ave. Landscape Committee Chair Margo Gorra-Stockman wrote an email describing her and Rorke's walkthrough of the property with representatives of two vendors. Both of the vendors agreed that erosion was a problem, but had slightly different opinions on how to fix it. Both will provide bids. Morales stated she would follow up with the vendors on their bids.

Resident Roberts said she believes the tree roots are holding the hill together behind the North Charles homes. She said 6 inches of topsoil has left the area.

Greger asked how many vendors were submitting bids. Purcell stated there will be a total of three vendors bidding on the work, and the board will be evaluating all three.

Purcell stated the landscaping operating services contract is up this year, and the requirements for 2021-23 landscaping operating services contract will be discussed by the Landscaping Committee. .

Communication and Governance Policy

There was discussion of the survey on the draft communication and governance policy to no resolution.

Operational Status Items Review

As previously discussed, management continues to obtain additional bids for drainage capital project.

Management committed to continue to obtain information from Alexandria law enforcement agencies about traffic data collection (both public and private) and traffic calming technologies appropriate to LPAS. Greger stated previous study by the City showed Elbert Ave. was ineligible for speed bumps.

There was discussion on establishing a shared communications and project tracking platform for use by the Board, using either Google or Office365 technology. Greger said he would survey Board members for their preferences.

Resolving into Executive Session

Purcell moved to resolve the board into Executive Session. Ashaboglu seconded the motion, which was adopted unanimously. The board resolved into Executive Session at 9:03 pm.

Reporting Executive Session items into Open Session

Purcell moved to resolve the board into Open Session. Ashaboglu seconded the motion, which was adopted unanimously. The Board resolved into Open Session at 9:46 pm. During Executive Session, the board evaluated outreach to educate members about declarations revisions, commitment to evaluate drainage proposals promptly, aged balances, and considered vendor contracts.

Continuation of Community Forum

Resident Jackson expressed concern about the financial reports. Greger stated he would examine them further.

Resident Roberts asked what is driving the need for the community communications and governance survey. Purcell responded that in late 2019, the board evaluated a policy on effective communications with the community and specifically on how to address threats from cyber bullying that are a risk to the association and board members. Based on standard exemplar documents provided by a trade organization for HOAs, the board drafted a policy on effective communication.

Evaluation of meeting

Purcell asked each board member to score on a 1 (no) to 3 (yes) scale:

- a. Was this the right agenda? Generally the board response was 3
- b. Did we do the most important work first? Generally the board response was 2
- c. Did we complete the agenda? Generally the board response was 2
- d. Did you feel engaged? Generally the board response was 3

ADJOURN

Greger moved to adjourn the evening's meeting, and Ashaboglu seconded the motion. The motion was adopted unanimously and the meeting was adjourned at **9:57** pm. The next meeting of the Lenox Place Board of Directors will take place on Monday, February 24, 2020.