

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, November 25, 2019 – 7:00 pm

ATTENDANCE

Frank Purcell, Vice President (2021)
Saide Ashaboglu, Secretary (2021)
Jonathan Greger, Treasurer (2020), absent with notice
Jim Rorke, Member at Large (2020)
Elizabeth Stulga, Capitol Property Management

Lewis Jackson, Resident
Nick Nalli, Resident
Christine Nalli, Resident

CALL TO ORDER

The meeting was called to order at 7:03 pm by President Frank Purcell at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Member Forum

Christine Nalli – Why the federal tax return wasn't included in the October letter, and why the tax return wasn't shared at the Annual Meeting? Frank Purcell responded that the federal tax return was not enclosed with the October letter to membership in error. The document was made available at the October Board meeting. Lenox Place filed its federal and state taxes timely after the annual meeting.

Lewis Jackson – Expressed concern that federal taxes that were prepaid prior to the annual meeting and is asking to receive the ticket that shows the submission of the taxes.

Nick Nalli – Asked about parking enforcement. Expressed appreciation that the Board was considering allocating funding for sprinklers between Elbert and Charles along Glebe as requested, and that the replacement of a cherry tree was being undertaken as requested. Frank Purcell responded that parking enforcement and policy alternatives were discussed at the November 2019 LPAS Parking Committee meeting and its minutes will be included in the next Board meeting packet.

CONSENT AGENDA

Jim Rorke moved to accept and approve the items listed in the Consent Agenda en bloc as amended, including to approve the October 28, 2019, LPAS Board meeting minutes as amended; to accept the resignation of Board member Eric Kempen effective November 7, 2019; to assign resident Eric Kempen to the committees on Architectural Review and Landscaping and resident Margo Gorra-Stockman to the committee on Parking; to ratify a unanimous email vote of the Board which was concluded on November 8, 2019, by Jim Rorke to accept the Landscape Committee's recommendations of items 1,2,5,6,7,8,9 and 10 contained in LandCare proposal #3177460; to accept the management report and treasurer's report; to accept the report of the Architectural Review Committee; to accept the law enforcement report. The motion was adopted unanimously.

The Parking Committee report enclosed in the packet was outdated and the correct November 2019 report will be reported at the next board meeting.

NEW BUSINESS

2020 Budget Discussion

The LPAS 2020 budget working document published in the open session meeting packet was summarized. The Board proceeded to consider the LPAS 2020 budget working document as a base text, excluding the draft LPAS 2020-2023 maintenance estimate allocations requiring further work on a subsequent date. The Board proceeded to consider amendments to the LPAS 2020 budget working document that were submitted in advance and enclosed in the open session meeting packet, and then to entertain additional amendments put forward by members.

Purcell #1. Chair Frank Purcell offered an amendment to increase 2020 assessment fee income by \$2,186, so that it matches 2019 assessment fee income exactly. The amendment was adopted unanimously.

Purcell #2. Chair Frank Purcell offered an amendment to reallocate \$29,656.66 from Operating Reserve Fund to Net Income. The Operating Reserve Fund is already funded at over 100%. Management advised against using the Operating Reserve Fund to pay down LPAS' accumulated negative equity. The amendment was adopted unanimously.

Greger #1. Chair Frank Purcell offered an amendment on behalf of Jon Greger to round the budget to hundreds. The Board agreed to conduct the rounding at the end of its budget work process, leaving the fee assessment figure exact. The amendment was adopted unanimously.

Greger #2. Chair Frank Purcell offered an amendment on behalf of Jon Greger to increase Replacement Reserves Fund by \$2,800 from Net Income.

Rorke #1. Jim Rorke offered an amendment in the second degree to Greger #2, to instead increase Replacement Reserve Funds to \$47,790. This amount is equal to the contribution recommended to Maintenance Reserves by the 2017 reserve study.

Purcell #3. Chair Frank Purcell offered an amendment in the third degree to Greger #2, amending Rorke #1, to instead increase Replacement Reserve Fund to \$23,895 from Net Income. Currently the 2019 Replacement Reserve Funds balance of approximately \$790,000 is well above the 2017 reserve study balance recommendation of \$616,602 for the end of 2019. This contribution amount would yield a 2020 end-of-year Replacement Reserve Fund balance well above the level recommended in the 2017 reserve study, which is \$650,295, even after executing maintenance projects funded by reserves planned for 2020, such as drainage improvements.

The Purcell #3 amendment was adopted 2-1, Purcell and Ashaboglu voting aye, Rorke voting nay.

The Rorke #1 amendment as amended was adopted 2-1, Purcell and Ashaboglu voting aye, Rorke voting nay.

The Greger #2 amendment as amended was adopted 2-1, Purcell and Ashaboglu voting aye, Rorke voting nay.

Greger #5. Chair Frank Purcell offered an amendment on behalf of Jon Greger to increase website funding to \$500. The amendment was adopted unanimously.

Greger #6. Chair Frank Purcell offered an amendment on behalf of Jon Greger to increase nominal amounts and \$0 amounts to \$100. The amendment was defeated 0-3.

Greger #7. Chair Frank Purcell offered an amendment on behalf of Jon Greger to change the name of account titled "snow removal contract" to "snow removal." The amendment was adopted unanimously.

Greger #8. Chair Frank Purcell offered an amendment on behalf of Jon Greger to move \$8,000 allocated to external property metal fence repairs from "exterior maintenance" account to "fence repair" account. The amendment was approved unanimously.

Greger #9. Chair Frank Purcell offered an amendment on behalf of Jon Greger to move \$5,000 from net income to allocate to traffic calming initiatives. The board discussed that traffic flow through the community has changed with an increase in delivery and ridesharing vehicles, and that there appears to have been an increase in the number of families with small children in the neighborhood. The board discussed that community views should be sought via a survey, and that evidence should be developed showing what technology would calm traffic and lower vehicle speeds in a community like LPAS. The board also discussed that this project has an LPAS 2020-2023 maintenance estimate allocation of \$15,000 in 2021 and that the maintenance estimate allocations have not been adopted and require further work by the board. The amendment was defeated 0-3.

Greger #10. Chair Frank Purcell offered an amendment on behalf of Jon Greger to remove the "legal declaration" item from the budget. The amendment was defeated 0-3.

Greger #12. Chair Frank Purcell offered an amendment on behalf of Jon Greger to increase the audit expense line item to \$3,000 from net income. The amendment was adopted unanimously.

Rorke #2. Jim Rorke offered an amendment to increase tree trimming budget to \$11,000, sufficient to also take down two bradford pear trees on the common property, from net income. The amendment was adopted unanimously.

Purcell #4. Frank Purcell offered an amendment to increase the allocation for Exterior Maintenance by \$5,700, to \$14,300, from net income. The amendment was adopted unanimously.

The LPAS 2020 budget as amended levies fee assessment income of \$165,432, an increase of 0.00% over 2019. The budget balances.

Chair Frank Purcell moved to adopt the LPAS 2020 budget as amended. The motion was seconded by Saide Ashaboglu. The motion was adopted unanimously.

Management reported the adopted budget with the roundings executed would be mailed to the community shortly, as the declarations require the fee assessment be circulated to the community by Dec. 1.

Investment of LPAS Reserves

Frank Purcell moved to transfer \$200,000 from Lenox Place reserves at Atlantic Union Bank to the new Morgan Stanley investment accounts. Jim Rorke seconded the motion which passed unanimously.

Painting of LPAS Entryway Signage

Frank Purcell moved to accept the proposal of Dynasty Community Services dated October 28, 2019 for sign painting in the amount of \$1,875 in the color numbered 6468, named Hunt Club. The motion was adopted unanimously.

Review of Policy on Neighborly and Effective Communication and Prohibiting Harassment of LPAS Volunteers, Management and Vendors

The board discussion a draft resolution on neighborly and effective communication and prohibiting harassment of LPAS volunteers, management and vendors.

Frank Purcell moved that the survey the community to obtain feedback on a proposed resolution on neighborly and effective communication and prohibiting harassment of LPAS volunteers, management and vendors. Jim Rorke seconded the motion and it was adopted unanimously.

Operational Status Items Review

Operational Status Items

- Management continues to obtain additional bids for drainage capital project

Resolving into Executive Session

Frank Purcell moved to resolve the Board into Executive Session for the purpose of evaluating overdue balances, outreach to educate members about declaration revisions, naming board officers, and reviewing legal matters. Jim Rorke seconded the motion which was adopted unanimously. The board resolved into Executive Session at 9:56 pm.

Reporting Executive Session items into Open Session

Saide Ashaboglu moved to resolve the Board into Open Session which was adopted unanimously. The Board resolved into Open Session at 10.14 pm. During Executive Session, the Board evaluated overdue balances, planned outreach to educate members about declaration revisions, named Jim Rorke as Secretary and liaison to the Landscaping Committee, and addressed legal matters.

ADJOURN

Frank Purcell moved to cancel the meeting of Dec. 23, 2019, and to adjourn the evening's meeting. The motion was adopted unanimously and the meeting was adjourned at **10:20** pm. The next meeting of the Lenox Place Board of Directors will take place on Mon., January 27, 2020.