

LENOX PLACE
S U N N Y S I D E
HOMEOWNERS ASSOCIATION, INC.
Board of Directors Meeting Minutes

April 23, 2012

The regularly scheduled meeting of the Board of Directors for January was held on Monday, April 23, 2012. The meeting was called to order at 7:01 p.m. by Lewis Jackson at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

Board Meeting Attendance:

Present: Lewis Jackson - President, Jack Stevens – Vice President, Kevin Naus - Treasurer, Ken LaVolpe – Secretary and Greg Lawrence - Capitol Management

Absent: Leslie Thornton- Member-at-large

Alexandria City Law Enforcement Report:

- Sgt. Jose Garcia from the Alexandria Police Department was present and provided general updates for the Arlandria City Manager area.
- APD continues to stress that residents should not keep items of value in the car that can easily be seen, including GPS devices, sunglasses, owner’s manuals and garage door openers that might be hanging from the visor. Please see Alexandria PD press release here:
http://alexandriava.gov/police/info/news_policedisplay.aspx?id=44202

Residents Open Forum:

- Chuck Finke, 3836 Charles – Noticed an issue with Valley Crest utilizing the lawn mowers larger than the area of grass present. For instance a 40in wide area being mowed with a 48in wide mower. Capitol had discussed this with Valley Crest and they have corrected the issue with the maintenance crews and would like to offer to replace/repair the area.

Approval of Minutes:

The minutes for the March 27, 2012 Board meeting will be approved at the May 29 meeting.

Financial Report – Kevin Naus/Greg Lawrence/Jack Stevens

Investments:

On March 31, 2012, the Association had operating and investment funds totaling \$550,887. There are \$523,294 in laddered CDs and investment funds. Total operating assets has a balance of \$15,949.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of March 31, 2012 was \$7,280.

Accrued Reserves total \$523,294 and are fully supported by cash and investments. This signifies that the Association is in a healthy financial position.

Income Statement Report:

The Income Statement Report reflects a year-to- date income of \$35,241 which is \$261 below the budgeted amount of \$35,502. The year-to-date expenses are \$30,501 which is \$4,551 under the budgeted amount of \$35,052.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$4,289. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Committee Reports:

- A. Landscape Committee – Lewis Jackson for Leslie Thornton:
 - Nothing additional to report.

- B. Architectural Review Committee –Jack Stevens:
 - ARC is being proactive on possible variance requests that will be submitted after the annual inspections.
 - ARC is looking for 1 to 3 more residents to join the ARC and would prefer to get a resident from Elbert to join to provide a broader prospective. Any residents interested in joining the ARC please contact Aaron West at awwest5@gmail.com or at 703-638-5660.

- ARC monthly meeting April 17, 2012, including Aaron West, Pat McHugh, Jack Stevens discussed the following VARs (Details are contained in the ARC monthly meeting minutes):

	Location	Request Date	Description	Disposition
1	505 Shorter (Jackson)	04/16/2012	Replacement of roof with Certainteed "Dove Gray" 3-tab shingles to match neighborhood standard	Approved
2	3828 Charles (Gerhard)	04/16/2012	Replacement of roof with Certainteed Architectural Shingles (Color: Maine Black)	Approved with conditions
3	3824 Charles (Toaso)	04/13/2012	Installation of 24"X24" attic fan on rear roof	Approved with conditions
4	3824 Charles (Toaso)	04/13/2012	Installation of Direct TV dish	No Vote Required
5	3824 Charles (Toaso)	04/13/2012	Placement of small, moveable metal rubbish bin for the removal of pet waste	No Vote Required
6	3807 Charles (Marotta)	Unknown	Request to repaint the garage door to match HOA requirements for trim paint in the Block I area.	None – Requested further information
7	3803 Elbert (Taschler)	04/20/2012	Replacement of sliding door & door hardware on second (Deck) level of the rear of the house	Approved with conditions

C. Parking Committee – Lewis Jackson:

- Nothing much to report, it has been relatively quiet.

D. Newsletter Committee – Lewis Jackson:

- There is only one member and it may be a challenge to get out a newsletter in the spring.
- A President's letter was sent out in light of not having a committee or newsletter prepared.

E. Community Relations Committee – Ken LaVolpe:

- Reed Avenue Townhomes approved by planning commission.
- Phase 1 of the 4 Mile run park expansion work is moving forward. The farmers market will postpone the start to May to accommodate the construction.

Old Business:

- A. ARC Hearings
 - The outstanding items will be addressed as part of the next (2012) ARC review.
 - Capitol in conjunction with the board will set up a schedule, in advance, for hearings.

- B. Elbert Driveway Price Negotiation
 - Greenlink has proposed \$10 per square foot, average Elbert driveway is 10ft by 20 ft = 200 square feet. This would be approximately \$2,000. Depending on volume this price could reduce to as low as \$8.
 - Greenlink will provide a detailed proposal with pricing and any additional stipulations for the work to be completed.
 - Capitol, Lewis and Ken will work on a letter to send out to Elbert Avenue residents prior to the mailing of annual inspection letters since we already know that additional Elbert residents will be sited for driveway issues.

- C. Major Landscape Repair Projects
 - The Board and the landscape committee have identified several landscape areas of concern including:
 - The North Gate common area
 - The "Triangle Area" behind 3801-3807 Courtland
 - Between Courtland and Charles behind north gate
 - Drainage issues behind 3834-3846 Charles Avenue and Old Dominion
 - The North Gate area is scheduled for this week but due to the rain it may need to be pushed back. Capitol will be continuing to manage this effort..

- D. Mailbox Stand Repair
 - Capitol has been made several attempts to repair the mailboxes but nothing seems to work.
 - Capitol will be in contact with the Postal Service to have the mailboxes replaced, this is the only resolution.
 - There was open discussion about replacement of mailboxes community wide for 2013.

- E. 2012 Annual Inspections
 - Inspections are completed and all letters have been sent.
 - Residents have 30 days to correct the issues noted in the inspection letters.
 - A second round of inspections will take place approximately one week after the return date with additional letters to follow.

- F. ARC/Welcome packet revisions
 - This should be finalized shortly but we will likely not have the color updates from the ARC.

- G. Elbert Garage Door Window Replacement
 - Letter has been sent and Capitol has unanswered phone messages as well.
 - Fines will begin accruing.

- H. 3812 Charles – Multi-Color House
 - Capitol has contacted them but they have not returned any calls or other communications.
 - Fines will begin accruing.

- I. Summer Flowers Installation
 - The flowers are usually provided in May but with the better weather we may be able to have Valley Crest move this schedule up if they have the flowers on hand.
- J. Solar Panel Discussion
 - Ongoing discussion within the ARC about specifications. Looking to have more details next week.

New Business:

- A. Community Yard Sale
 - Looking for volunteers to lead this activity.
- B. Committee Nominations
 - We are still looking for Landscape, Architectural Review and Newsletter Committees.
- C. Brick wall repair
 - Capitol to get multiple proposals for repairs to all areas of the brick walls within the community.

Executive Session

- A. Entered into Executive Session at 8:24pm and ended at 8:44pm

Move to: Continue with all actions from Executive Session
Moved by: Ken LaVolpe
Seconded: Lewis Jackson
For: All
Against: None
MOTION PASSED

Adjourn:

Move to: Adjourn at 8:44 p.m.
Moved by: Jack Stevens
Seconded: Ken LaVolpe
For: All
Against: None
MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved at the May 29, 2012 Board Meeting