

# LENOX PLACE

S U N N Y S I D E

## Homeowners Association, INC. Board of Directors Meeting Minutes October 22, 2012

The regularly scheduled meeting of the Board of Directors for October was held on Monday, October 22, 2012. The meeting was called to order at 7:00 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, Jim Rorke – New Member Treasurer, Ken LaVolpe – Secretary, and Randy Lyon - Capitol Management

Absent: Sven Dharmani – New Member

### 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.
- Overall crime remains down year to date in the City Manager Area but calls for service are up.
- 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](http://alexandriava.gov/police/info/news_policedisplay.aspx?id=44202)

### Residents Open Forum:

- Chuck Finke - 3836 Charles Avenue – Requested information about where the drainage lines were being installed.

### Approval of Minutes:

The minutes for the August, 27, 2012 and September 24, 2012 Board meeting were reviewed in advance by each Board Member.

Move to: Approve amended Meeting Minutes the August, 27, 2012 and September 24, 2012.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: Jack Stevens, Lewis Jackson, Ken LaVolpe

Against: None

Abstain: Jim Rorke

**MOTION PASSED**

**Financial Report** – Randy Lyon (Capitol):

**Investments:**

On September 30, 2012, the Association had operating and investment funds totaling \$566,313. There are \$531,668 in laddered CDs and investment funds. Total operating assets has a balance of \$34,645.

**Balance Sheet:**

The Accounts Receivable Residential Assessments account as of September 30, 2012 was \$101,565.

Accrued Reserves total \$536,621 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 \$105,412 which is \$1,094 below the budgeted amount of \$106,506. The year-to-date expenses are \$96,821 which is \$8,335 under the budgeted amount of \$105,156.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$7,241. 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:
  - Nothing to report.
  
- B. Architectural Review Committee –Jack Stevens:
  - ARC is looking for at least one more resident to join the ARC and would prefer to get a resident from Elbert to join to provide a broader prospective. Any interested resident please contact Aaron West at [awwest5@gmail.com](mailto:awwest5@gmail.com) or at 703-638-5660
  - Next ARC meeting November 20, 2012.
  - ARC monthly meeting October 16, 2012 including Pat McHugh, Nick Toaso, and Jack Stevens discussed the following VARs (Details are contained in the ARC monthly meeting minutes):
    1. 503 Shorter: VAR dated 10/04/2012, Replacement of a sliding glass door with one (1) Pella Impervia Fiberglass Replacement Sliding Door with matching hardware. Approved
  
- C. Parking Committee – Lewis Jackson:
  - New parking tags are required to be displayed on November 1, 2012.
  
- D. Newsletter Committee – Lewis Jackson:
  - Committee is not fully functional.
  - We are planning a fall flyer but not a full newsletter.
  - We're looking for people to volunteer for the newsletter committee.
  
- E. Community Relations Committee – Jack Stevens:
  - Nothing to report.

**Old Business:**

- A. Drainage Projects Old Dominion & Triangle Area
  - Old Dominion is in progress
  - Triangle Area is estimated to begin on Tuesday
- B. Irrigation Project
  - Completed.
  - We will add an additional quick connect spout behind the monument sign at Shorter and Old Dominion and Old Dominion and West Glebe. This will be proposed at the start of the spring season.
- C. ARC Official Communication
  - Covered with Capitol and ARC liaison
- D. Community Wide Turf
  - Work is completed.
- E. Tree Replacement
  - 5 trees were installed as required
- F. Brick Fence Repair
  - Major post was repaired.
  - Capitol will make an additional assessment for cleaning, repair and painting in the fall, a proposal will be provided.
- G. Refuse Container/AC Violations
  - Moving forward we will be making more consistent notifications and violations.
- H. Landscape Designer
  - Tabled for this time.
- I. North Gate Area Usage
  - We have heard a request for a "tot lot" or something similar. Discussion tabled for next Board meeting.
- J. Solar Panel Discussion
  - Jack Stevens is helping to draft some guidance for the board to review.
- K. Elbert Garage Door Window Replacement
  - Capitol will complete action required by to have the windows installed in the garage door to bring the door into compliance.
- L. Elbert Driveway Price Negotiation
  - The board will not be able to negotiate a driveway price which is any better and will close this issue.

**New Business:**

- A. Board Member Roles
  - Committee Allocation:
    - Landscape – Jim Rorke
    - Architectural Review – Jack Stevens:
    - Parking – Lewis Jackson:
    - Newsletter – Lewis Jackson:
    - Community Relations – Ken LaVolpe
- B. 2013 Annual Budget
  - Capitol will be completing the budget recommendations and supporting documents.
- C. Pet Waste Compliance
  - Board will provide an entry in the fall flyer about additional enforcement of pet waste disposal.
- D. Fall Community Flyer
  -

**Executive Session**

- A. Entered into Executive Session to discuss 3812 Charles, multi-color house at 8:41pm and ended at 8:59pm

Move to: Continue with all actions from Executive Session

Moved by: Lewis Jackson

Seconded: Jim Rorke

For: All

Against: None

**MOTION PASSED**

**Adjourn:**

Move to: Adjourn at 8:59 p.m.

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

**MOTION PASSED**

Minutes prepared and submitted by: Ken LaVolpe, Secretary  
Minutes to be approved at the January 28, 2013 Board Meeting