

# LENOX PLACE

S U N N Y S I D E

*Homeowners Association, Inc.*  
*Board of Directors Meeting Minutes*  
**Monday, March 24, 2014**

## CALL TO ORDER

The regularly scheduled meeting of the Board of Directors was held on Monday, March 24, 2014. The meeting was called to order at 7:03 p.m. by Lewis Jackson at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

## BOARD MEETING ATTENDANCE

Lewis Jackson, President – Present

James Mehta – Treasurer – Present (phone)

Rose Bailey, Capitol Companies – Present

Sven Dharmani, Vice President – Present (phone)

Ken LaVolpe, Secretary – Present

Jim Rorke - Member-at-Large – Present

## OPEN FORUM

- No residents were initially present at time of open forum.
- John Stevenson - 3906 Charles –Presented a proposal for “Architectural Review Committee (ARC) Program to Facilitate Community-wide Repairs & Upgrades”.

## APPROVAL OF MEETING MINUTES

The February 24, 2014 Board of Directors Meeting Minutes were reviewed by each Board Member.

Move to: Approve Meeting Minutes from February 24, 2014.

Moved by: Lewis Jackson

Seconded: Ken LaVolpe

For: All

Against: None

Motion PASSED

## LAW ENFORCEMENT REPORT

- Sgt. Jose Garcia, from the Alexandria Police Department was present and provided general updates for the Arlandria City Manager area.
- Sgt. Garcia would like to stress that residents should keep home doors locked, garage doors closed. Residents should not keep any items of value in their car on the street or on private property, park in well-lit areas of parking lots and always be mindful of their surroundings.

## FINANCIAL REPORT

For reporting period ending February 28, 2014, the Association had:

ASSETS		RESERVES	
Operating Assets	\$49,858.94	Total Reserves	\$592,204.97
Investment Funds	\$512,964.78		
Accounts Receivable	\$2,916.87		
<b>Total Assets</b>	<b>\$515,881.65</b>		

## INCOME STATEMENT

Reporting Period	Budget	Actual	Variance
<b>Income</b>	\$12,271.50	\$11,930.08	(\$341.42)
<b>Expenses</b>	\$12,271.50	\$13,850.51	(\$1,579.01)
We have a reporting period deficit of			(\$1,920.43)

Year-to-date	Budget	Actual	Variance
<b>Income</b>	\$24,543.00	\$23,956.10	(\$586.90)
<b>Expenses</b>	\$24,543.00	\$23,206.52	\$1,336.48
Overall, we have a year-to-date surplus of			\$749.58

## COMMITTEE REPORTS

### LANDSCAPE COMMITTEE – RORKE

- Nothing to report.

### ARCHITECTURAL REVIEW COMMITTEE – JACKSON

- Meeting was held on Monday, March 17, 2014
- Future meetings will be Charles Barrett community center pending their approval of our use.
- Committee reviewed architectural specifications and expect to have a draft for Board review and feedback at April Board meeting

### PARKING COMMITTEE – JACKSON

- A disabled vehicle was called in and towed from Old Dominion Blvd.
- One vehicle was called in to be towed on Lower Charles for lack of hang tag.
- Terrence Kee resident requests that homeowners be notified via phone or email if in violation
- Current policy places written notification of on non-compliant vehicles and towing 24 hours later for first offense. All vehicles must display parking hang tag at all times.

### COMMUNITY RELATIONS COMMITTEE – LAVOLPE

- There will be changes to the 10 bus route which runs from Braddock Road Metro through Del Ray and Arlandria into Arlington.

## OLD BUSINESS

- HOA Bylaw update  
There will be discussion in Executive session, additionally an additional meeting will be scheduled and published related to the declaration changes.
- Mulch Removal Proposal  
Move to: Accept Palmer landscaping proposal No. 1456300 dated February 24, 2014 not to exceed \$2,196.00.  
Moved by:

Seconded:

For: All

Against: None

Motion PASSED

- c. 2014 Replacement Specifications  
Draft specifications will be ready for the April board meeting.
- d. Parking Lot & Concrete Repair  
Jim Rorke conduct a walk around to identify areas that need to be replaced, repaired with a contractor and a detailed documentation regarding scope of work will be presented to facilitate a board discussion and decision at April meeting. Item pushed back from last year..
- e. Landscape Architect  
This was tabled for the time being. The HOA will identify areas which need immediate care and request proposals.

## NEW BUSINESS

- a. Spring Landscape Improvements  
Proposals will be obtained.

## EXECUTIVE SESSION

Entered into Executive Session to discuss HOA declarations, replacement specifications, ACC/ARC guidelines at 7:57pm and ended at 9:21pm

Move to: Enter into Executive Session

Moved by: Lewis Jackson

Seconded: Ken LaVolpe

For: All

Against: None

Motion PASSED

Move to: Legal send letter to homeowner providing method to resolve the issue.

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

Motion PASSED

Move to: Have approve changes updated to draft Amended Declarations

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

Motion PASSED

## ADJOURN

Move to: Adjourn at 9:58pm

Moved by: Ken LaVolpe

Seconded: Lewis Jackson

For: All

Against: None

Motion PASSED

Next Meeting –Monday, April 28, 2014