

LENOX PLACE
S U N N Y S I D E
HOMEOWNERS ASSOCIATION, INC.

Board of Directors Meeting Minutes

April 26, 2010

The regularly scheduled monthly meeting of the Board of Directors for April was held on Monday, April 26, 2010. The meeting was called to order at 7:02 p.m. by Jack Stevens at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

BOARD MEETING ATTENDANCE:

Present: Jack Stevens –President, Kevin Beekman –Vice President, Melissa Russell –Secretary, Lewis Jackson-Member at-large, Tom Fitzgerald-Treasurer, Bob Mikulski –Genus Property Management, Greg Lawrence, Capitol Property Management

MEETING MINUTES:

The minutes for the March 2010 Board meeting were reviewed in advance by all present Board members.

Move to: Approve the Board meeting minutes from March 2010.

Moved by: Lewis Jackson

Seconded: Jack Stevens

ALL APPROVED, MOTION PASSED

GUEST SPEAKERS:

Sergeant Jose Garcia of the Alexandria City Police Department gave the community an update on recent law enforcement activity in the Sunnyside area and Alexandria City in general.

He stated that the Robbery Suppression detail is still working and that the final Alexandria City budget hearing, including the COPS Program funding, will be held next week. Sgt. Garcia talked about Carl Wortham the new Residential Police Officer (RPO) and a SWAT team member. Additionally he noted that the Alexandria Police Department's RPO housing unit is currently being selected from the Alexandria Crossing workforce units.

A representative of the Sheriff's office provided a summary of ongoing actions. The Inmate Work Details have been very busy working to clean up storm damage. As part of the Office's accreditation, an audit is

scheduled for October. They also will participate in a wreath laying ceremony on May 3rd to commemorate fallen officers.

RESIDENTS OPEN FORUM:

Susan Swift and Charles Finke were present but had no comments.

Jim Rorke spoke with Comcast about numerous complaints from residents. If there are more complaints, calls to the citizen's assistance line (703-746-4800) and the city would help. Or complaints may be sent to Rose.boyd@alexandriava.gov (phone ext. 4350). Comcast is supposed to put the wires below ground throughout the development.

COMMITTEE REPORTS AND DISCUSSION:

Landscape Committee:

1. Tom reported that a lot of pruning had been done and the sweeping was complete. Valley Crest has some work that has not been completed: some trimming and debris removal. Jim was on the walkabout, talked about progress having been made, but more work needs to be done. Nestor (Valley Crest) needs to do better follow up. - Trees on Shorter and Old Dominion and some planting. We need additional funds for more tree removals. After the storm, Lewis, Susan and Tom had identified trees: some were yellow tagged. The challenge was with the volume of trees which was hard to track due to the storm. We had 4 contracts for storm damage and 1 no-cost contract for some tree replacement warranty work. Les did not remove certain trees. The whole effort went above and beyond the terms of the contract. We need to keep better track of what is being done. Mr. Fowler needs to resubmit his invoices in the proper format.
2. There is \$600 worth of seeding on West Glebe and Elbert which is not growing, is warranted and should be reseeded. Should Les do something more like building topsoil? Annual seeding does not resolve the turf build-up that needs to be addressed. Weeds are getting out of control in certain areas. Sidewalks are being jacked up in areas. We need to take care of broken sidewalks. The Committee is considering a possible beautification contest.

There is a requirement for Lester Lee to be able to reseed small areas of the property and do some minor maintenance projects.

Move to: Provide up to \$100 so that Lester may purchase grass seed and topsoil to address problem areas.

Moved by: Tom Fitzgerald

Seconded: Kevin Beekman

Discussion: Who will oversee? We will have to revise contract with Les.

For: All

Against: None

MOTION PASSED

Neighborhood Watch Committee: Kevin is the NWC liaison. The Arlandria Advisory Committee will sponsor an Arlandria Developer Forum on 17 May. The Duron site and Four Mile Run development will be addressed at a meeting on 29 April. There is feedback from the Parks & Rec Department that they would support a community project to program a neighborhood farmers' market. Potomac Yard redevelopment plan approval is imminent. The Calvert redevelopment approval has been postponed due to discussions with existing businesses.

Newsletter Committee: Melissa is the BOD liaison.

Community Relations Committee:

Jim Rorke attended the ARHA meeting. There were issues with ongoing crime. The residents are looking to address additional lighting and placement of no trespassing signs. The church groups addressed the procedure for giving notice to residents regarding the ongoing relocations associated with the James Bland and Glebe Park redevelopments. They also discussed the RPO issue.

Architectural Review Committee:

Jack is the ARC liaison. He had a discussion with Mr. Chadwick who has issues with the proposed rebuilding of the ARC.

Parking Committee:

Lewis Jackson is the parking liaison.

FINANCIAL REPORT:

Investments:

On March 31, 2010 the Association had operating and investment funds totaling \$523,896.

There is \$507,307 in laddered CDs and investment funds. Total operating assets has a balance of \$16,589.

Balance Sheet:

The year-to-date Accounts Receivable Residential Assessments account as of March 32, 2010 was \$32,940.

Accrued Reserves total \$507,307 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 \$34,721 which is \$93.00 above the budgeted amount of \$34,628. The year-to-date expenses are \$50,227 which is \$21,754 over the budgeted amount of \$28,473. This overage is primarily a result of this winter's excess snow removal fees.

Overall there is a negative variance between year-to-date income and expenses in the amount of \$21,661. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Specific items to be watched:

There are a number of Homeowners in default for paying monthly assessment. There is a total of \$8,379. Of that, \$3,253 is currently in litigation and over 240 days late. Genus is to direct the lawyers (Chadwick firm) to place them on hold for six months rather than continuing to pay legal fees.

The February snow removal bill was \$27,145.

There is a CD maturing May 8 and will be rolled over. Genus was instructed to look for a better rate.

Question was asked about the amount of funds deposited at Access National. Account is currently below \$250,000 FDIC insurance limit.

The Treasurer requested an Executive session, to be held later, to discuss some storm damage bills.

OLD BUSINESS:

1. Stone Mason - address again in June. Old Town Signs is the company. Bob Mikulski reported that we don't need permits for signs on Elbert Ave. and Shorter Lane. Proposal is still pending. Bob provide contact to Melissa for follow up and check for lighting for sign as well (703)549-7446 Robert Old Town Signs.
2. The signage and tree lighting is out at the Charles Avenue entrance. Mr. Mikulski reported that the circuit breaker probably needs to be reset and that Genus would remedy in the next week.

3. Violations for ACC - renter. We have to do this through management in the future.
4. Dog station was installed. Need to address emptying the poop. Can contract be done by Les?
5. Website is on schedule and will be rolled out with the new management company in June.
6. Welcome packet is being updated and will be ready for review at June Board Meeting.

NEW BUSINESS:

1. Insurance Claim: While a storm damaged tree was being cut down and removed, a large branch fell on car parked on Old Dominion Blvd. The incident was not covered by the vendor's insurance. The claim was filed through the HOA's insurance policy.

2. Variance requests:

3817 Charles Ave. submitted a variance request for the replacement of windows throughout the house, with the exception of four stationary windows in the front, and wrap all window trim with vinyl.

Move to: Conditionally approve variance request for 3817 Charles Ave. contingent upon replacing all of the windows or ordering tan windows to match existing windows to ensure a consistent look.

Moved by: Jack Stevens

Seconded: Kevin Beekman

Discussion: regarding the appropriateness of the use of white replacement windows in Zone 1 townhomes. Concerns were raised about the inconsistent look of white vinyl windows relative to the existing front and side windows on this townhome and other neighboring townhomes in general.

For: All

Against: None

MOTION PASSED

3830 Elbert Ave. submitted a variance request to replace the current garage door with a triple layer steel door.

Move to: Approve variance for 3830 Elbert Ave. to replace current garage door with a triple layer steel door.

Moved by: Jack Stevens

Seconded: Kevin Beekman

For: All

Against: None

MOTION PASSED

3905 Elbert Ave. submitted a variance request to replace existing exterior lights.

Move to: Approve variance request for 3905 Elbert to replace existing outdoor lighting fixtures.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: All

Against: None

Abstained: Kevin Beekman

MOTION PASSED

3840 Charles Ave. submitted a landscaping variance request to remove all existing vegetation and replace with specific shrubs, grasses, and flowers as shown on the plan.

The Landscape Committee will look at the plan and offer some suggestions. Landscape Committee will add their comments by 3 May.

Treasurer has requested executive session. Commenced at 9:08 p.m. - Adjourned executive session at 9:25 p.m.

Adjournment

Move to: Adjourn the Board meeting at 9:30 p.m.

Move by: Kevin Beekman

Seconded: Melissa Russell

For: All

Against: None

MOTION PASSED

Minutes prepared by: Melissa Russell - Secretary

Minutes will be approved at the May 2010 Board of Directors Meeting.

Submitted by: Melissa Russell - Secretary