

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

Board of Directors Meeting Minutes

May 23, 2011

The regularly scheduled meeting of the Board of Directors for April was held on Monday, May 23, 2011. 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:

Present: Lewis Jackson - President, Jack Stevens – Vice President, John Peterson - Treasurer, Ken LaVolpe – Secretary, Leslie Thornton- Member-at-large and Greg Lawrence - Capitol Management

Absent: None

Approval of Minutes:

The minutes for the April 25, 2011 Board meeting were reviewed in advance by each Board Member.

Move to: Approve Meeting Minutes for the April 25, 2011

Moved by: Lewis Jackson

Seconded: Leslie Thornton

For: All

Against: None

MOTION PASSED

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 calls for service are down for the same reporting period last year.
- Sgt. Garcia introduced Mike Rodriguez, who is the new RPO for our area but is only on a temporary assignment as our RPO.
- The property currently occupied by Lillian’s has new owners. APD is working with the new owner to install new no trespassing signs and also work on decreasing the gypsy cab problem in that area.
- APD continues to stress that residents 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:

- No residents wishing to speak during the open forum.

Committee Reports:

- A. Landscape Committee – Leslie Thornton:
 - The entire committee is present meeting.
 - The committee is fully functional, holding meeting and submitting meeting notes.
 - The committee has presented some questions for the board and also requested direct board assistance in working with Valley Crest to get action.
 - Overall the committee is not happy with the performance of Valley Crest.
 - The Board is working on a draft notice to send to Valley Crest to notify them of the board's lack of satisfaction.

- B. Architectural Review Committee – Jack Stevens
 - The committee held its monthly meeting on May 19, 2011 and reviewed 3 variance requests.
 - 507 Shorter Lane (Russell) – Approved Fireplace Direct Vent
 - 3812 Charles Avenue (Howard) Approved installation of French Replacement doors with color match contingency.
 - 3807 Courtland Circle (Gorra-Stockman) – Deferred decision to collect additional information regarding replacement window and unit color.
 - Committee has begun preliminary work on clarifying siding and paint specifications.

- C. Parking Committee – Lewis Jackson:
 - 5 vehicles were towed this month.
 - The committee drafted some modifications for the parking policy. The revised version has been circulated to the board members for comment and vote at the June meeting.

- D. Newsletter Committee – Lewis Jackson:
 - The committee is fully functional and working on the Summer 2011 Edition for August distribution.

- E. Community Relations Committee – Ken LaVolpe:
 - Provide a draft for LPAS to submit a letter of support to the naming committee for the Four Mile Run Conservatory.
 - Working closely with the Alexandria Economic Development Partners to improve the feel of Mt Vernon Avenue. They are already coordinating with business owners.
 - Next week will be an Arlandria Action Group meeting.
 - Four Mile Run Farmers and Artisans Market is always looking for volunteers
 - Kevin was a guest speaker at the grand opening and was cited as the driving force behind many of the community initiatives.

Financial Report – John Peterson

Investments:

On April 30, 2011, the Association had operating and investment funds totaling \$544,857.58. There are \$537,245.39 in laddered CDs and investment funds. Total operating assets has a balance of \$6,540.27.

Balance Sheet:

The Accounts Receivable Residential Assessments account as of April 30, 2011 was \$43,920.

Accrued Reserves total \$533,317.31 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 \$44,309.88 which is \$1,291.76 below the budgeted amount of \$44,309.88. The year-to-date expenses are \$49,213.60 which is \$3,611.88 under the budgeted amount of \$45,601.72.

Overall there is a positive variance between year-to-date income and expenses in the amount of \$3,611.88. As always, we will continue to closely monitor the monthly expenses for the association to insure effective fiscal management.

Old Business:

- A. Community Irrigation
 - Irrigation system will be completed this week.
 - The irrigation system is dynamic and has several water modes with variable zone timing. For example the knockout roses are watered using the recommended root dripping method while other areas use pop-up heads to water.
- B. Sod Repair
 - Sod is being addressed but is an ongoing process. Greenlink has committed to returning these areas to pre-electrical installation condition.
- C. Formal Violation Policy
 - Board will be signing the Policy today.
- D. Landscape Contract Modifications
 - Committee is reviewing the existing contract and reviewing any additional details that can be incorporated.
- E. End Unit Garage Driveway Aprons

Approximately nine end unit townhomes have driveway aprons that are not fully functional. The current shape causes residents to drive over curbs and onto grass. Several residents have attempted to remedy this on their own with little consistency and limited success. The current situation is an extreme eyesore, causes car damage and detracts from the overall aesthetic appeal of the community particularly during the spring real estate season.

 - Capitol will be working to get additional quotes, currently it is expected that the price will be around \$1,000.00 per property.
 - It is expected that Capitol will circulate the quotes/proposals and the board will be able take action at the June meeting.
- F. 2011 Annual Architectural Inspections.
 - The response has to inspections has been high and overall positive.
 - Approximately 5 units disagree with the findings and are working with Capitol on resolving any issues. If the issues are not resolved they will come before the board for final determination.

G. Landscape Design Suggestions

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H. Park Benches

- Bench designs were presented
- Locations will be north gate(1), courtyard(1)

Move to: Install two, four foot (4ft) composite benches, black in color.

Moved by: Jack Stevens

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

I. Potential Landscape Repair Projects

- We are waiting on proposals from Valley Crest and Greenlink.

New Business:

A. Elbert Driveway Reimbursement

- General discussion on the driveways replacement and the working to offset costs for residents to install concrete instead of asphalt.
- Kenny provided some draft costs and also several possibilities for HOA financial outlay.

B. Community Yard Sale

- June 4th-5th Washington Post (8am to 12pm)
- Flyers, Rail Mail/emails
- Washington Post (check the Express, Alexandria Crier)

Adjourn:

Move to: Adjourn at 9:07 p.m.

Moved by: Leslie Thornton

Seconded: Lewis Jackson

For: All

Against: None

MOTION PASSED

Minutes prepared and submitted by: Ken LaVolpe, Secretary
Minutes to be approved at the June 27, 2011 Board Meeting