

# LENOX PLACE

S U N N Y S I D E

*Homeowners Association, Inc.*  
*Board of Directors Meeting Minutes*  
**Monday, April 28, 2014**

## CALL TO ORDER

The regularly scheduled meeting of the Board of Directors was held on Monday, April 28, 2014. The meeting was called to order at 7:11 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  
Rose Bailey, Capitol Companies – Present

Sven Dharmani, Vice President – Absent  
Ken LaVolpe, Secretary – Present  
Jim Rorke - Member-at-Large – Present

## LAW ENFORCEMENT REPORT

- Sgt. Jose Garcia, from the Alexandria Police Department was present and provided general updates for the Arlandria City Manager area.

## OPEN FORUM

- No residents wishing to speak during open forum.

## APPROVAL OF MEETING MINUTES

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

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

Moved by: Lewis Jackson

Seconded: James Mehta

For: All

Against: None

Motion PASSED

## FINANCIAL REPORT

For reporting period ending March 31, 2014, the Association had:

### ASSETS

Operating Assets	\$54,522.52
Investment Funds	\$513,832.32
Accounts Receivable	\$2,980.37
<b>Total Assets</b>	<b>\$571,335.21</b>

### RESERVES

Total Reserves \$592,443.22

## INCOME STATEMENT

<b>Reporting Period</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Income</b>	\$12,271.50	\$12,873.56	\$602.06
<b>Expenses</b>	\$12,271.50	\$13,850.51	\$1,568.33
We have a reporting period surplus of			\$2,170.39

<b>Year-to-date</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Income</b>	\$38,814.50	\$38,829.66	\$15.16
<b>Expenses</b>	\$38,814.50	\$33,909.69	\$4,904.81
Overall, we have a year-to-date surplus of			\$749.58

## COMMITTEE REPORTS

### LANDSCAPE COMMITTEE – RORKE

- o Walkabout completed April 10<sup>th</sup>
- o Proposals were submitted based upon the walkabout.

### ARCHITECTURAL REVIEW COMMITTEE – JACKSON

- o Meeting was held on Monday, March 17, 2014 at Charles Barrett.
- o Draft documents have been submitted and will be discussed in executive session.

### PARKING COMMITTEE – JACKSON

- o There were some issues related to the parking lot sweeping and locations for vehicles. In the future we will improve the parking lot cleanup communication to be more detailed.

### COMMUNITY RELATIONS COMMITTEE – LAVOLPE

- o Meeting of Four Mile Run working group – areas on the Alexandria side will be reinforced with new bulkheads. Dominion power will also be installing underground power lines and will remove
- o Arlandria working group – Redevelopment along Mt. Vernon will begin with excavation beginning on
- o Alexandria Police Department is increasing traffic safety patrols in our area including Glebe, Old Dominion, Elbert and Four Mile.
- o Committee recommends that residents utilize the Call.Click.Connect system for any City Issues, <http://request.alexandriava.gov/> or 703.746.HELP (703.746.4357)

## OLD BUSINESS

- a. Mulch Removal  
Mulch was removed successfully.
- b. Snow Removal Contract  
Discussion about snow removal invoices

Move to: Approve Emery Snow Removal invoices, totaling - \$8,564.00  
109855 - \$3,174.00      109768 – \$3,645.00      109921 - \$1,745.00

Moved by: Ken LaVolpe  
Seconded: James Mehta  
For: All  
Against: None  
Motion PASSED

- c. HOA Bylaw update  
There will be discussion in Executive session, an additional meeting will be scheduled and published related to the declaration changes. Preliminary dates are May 15th or 22nd at Lewis' residence.

- d. Spring Landscape Improvements

Move to: Accept Palmer landscaping proposal No. 14563005A not to exceed \$2,255.00 for Courtland Circle Shrub and Community sod.  
Moved by: Jim Rorke  
Seconded: James Mehta  
For: All  
Against: None  
Motion PASSED

Move to: Accept Palmer landscaping proposal No. 14563005 not to exceed \$455.00 - Pear Tree Installation. Must be installed in fall time frame and Palmers will provide two week notice to Capitol.

Moved by: Jim Rorke

Seconded: Lewis Jackson

For: All

Against: None

Motion PASSED

e. Parking Lot & Concrete Repair

Jim Rorke will 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 May meeting. Jim will also develop a communication plan and draft document for Board review

## NEW BUSINESS

a. President's Letter

Draft provided to the board for comments, Letter dated April 30, 2014 and feedback requested no later than Friday April 29, 2014

b. Special HOA Meeting

Tentative July 28<sup>th</sup> meeting regarding changes to governing documents.

Capitol to coordinate process with Chadwick Washington and also provide quotes for e-voting process.

c. Irrigation leak and start-up

Will be arriving on Thursday 05/01/2014 for testing, repair and starting up of the system.

## EXECUTIVE SESSION

Entered into Executive Session to discuss HOA declarations, replacement specifications, ACC/ARC guidelines at 8:52pm and ended at 9:12pm

Move to: Enter into Executive Session

Moved by: Lewis Jackson

Seconded: Jim Rorke

For: All

Against: None

Motion PASSED

## ADJOURN

Move to: Adjourn at 9:58pm

Moved by: Lewis Jackson

Seconded: Ken LaVolpe

For: All

Against: None

Motion PASSED

Next Monthly Meeting –Tuesday, May 27, 2014