

LENOX PLACE SUNNYSIDE

Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, January 23, 2017

CALL TO ORDER

The meeting was called to order at 6:38 p.m. by Margo Gorra-Stockman, President, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

BOARD MEETING ATTENDANCE:

Margo Gorra-Stockman, President
Mark Makary, Member at Large
Bella Vulchanova, Treasurer
Heather Herndon, Secretary

Elizabeth Stulga – Capitol Property Management
Ryan Wismer – Homeowner
Jennifer and Michael Dodson – Homeowners

Management representative – Elizabeth Stulga can be reached at 703-707-6404, email:
estulga@capitolcorp.com.

Homeowners can bring issues that need to be escalated to the Board to Elizabeth. Homeowners should bring items to Elizabeth first so that she can assist during the month between Board meetings.

HOMEOWNER FORUM - 5 minutes per household

Homeowner on the Budget committee requested additional information which Elizabeth provided during the meeting and by email.

Homeowner has fence repair request that will be sent to Elizabeth by email.

COMMUNITY OFFICER

Sgt. Jose Garcia, provided the police report by email.

Approved Meeting Minutes

The December minutes were approved, as amended.

Ratification of items taken outside of the meeting.

- *New snow Contract was approved for Palmers.*
- *Drainage contract for two of five proposals was approve for \$13,545 (including a 10% discount) to be paid from Reserves. The work will begin on January 25, 2017.*
- *Snow response for community to shovel sidewalks in front of their homes was approved.*

COMMITTEE REPORTS

A. Landscape Committee – Jim Rorke – no report

B. Architectural Review Committee – Margo Gorra-Stockman

- a. Visibility has increased resulting in additional ARC requests
- b. ARC meeting minutes will be posted on a new page on the LenoxPlace.org website

C. Parking – Jim Rorke

- a. New parking passes are available, send in request to Capitol Management (form was mailed and is available on LenoxPlace.org)
- b. Cars without a hang tag will be towed immediately. Cars with expired hang tag will be towed beginning February 1, 2017; sticker with reminder to display the new, yellow, hangtag will be placed on cars with expired hang tag until February 1.

D. Community Relations - Bella Vulchanova

- a. Dianne Adelberg provided newsletter that was mailed

E. Budget Committee – Bella Vulchanova

- a. Planned meeting to review final 2016 expenses

FINANCIAL REPORT – Stulga /Vulchanova

Elizabeth and Bella discussed the current financial report.

- Landscaping contract reflects a negative variance of (\$2,970) due to an extra monthly payment made in 2016. January 2017 bill was paid in December 2016.
- Snow removal reflects a negative variance of (\$27,803) due to large snow in 2016.
- Exterior maintenance reflects a negative variance of (\$3,601) due to \$2,100 payment for the Reserve Study that was coded to this line.
- Landscape non contract shows a negative balance of (\$3,102) due to landscaping improvements performed in June exceeding the budget.

OLD BUSINESS

A. Website 365

- a. Management will continue to renew the contract on monthly basis.

NEW BUSINESS

A. Reserve Study

a. Board members provided additional information to be sent to TDL for consideration in the follow-up to the draft report.

B. Special Assessment

a. Management discussed questions raised and the need for a special assessment with legal and both believe it is not necessary to have a special assessment at this time. A special assessment can be requested at any time as per the documents if the Board determines the need to be appropriate.

C. Drainage & Erosion Contract

- a. Two proposals have been approved, Elizabeth will contact homeowners adjacent to the work area.
- b. Elizabeth has spoken with contractor and will meet with them onsite.

Executive Session

Board went into Executive Session by unanimous vote at 9:10 pm, exited by unanimous vote at 9:34 pm

ADJOURN

Margo moved, Mark seconded, motion passed unanimously to adjourn at 9:38 pm

Next Meeting – Monday, February 27, 2017, 6:30 pm at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305