

LENOX PLACE S U N N Y S I D E

Homeowners Association, Inc. Board of Directors Meeting Minutes August 27, 2018

Attendance

- Board: Margo Gorra-Stockman, President (2019), Jim Rorke, Vice President (2020), Bella Vulchanova, Treasurer (2018), Jonathan Greger, Director (2020), Frank Purcell (2018)
- Property Management: Elizabeth Stulga
- Sergeant Garcia and Lieutenant Woehlke
- Residents: Philip Benjamin 3811 Elbert, Theresa Austin 3909 Courtland Circle, Dennis Hunt -3809A Elbert. Ave, Susan Phalen, 3911 Courtland Circle

Call to Order

The meeting was called to order at 7:06pm. by Margo Gorra-Stockman at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

Homeowner Forum

Theresa and Susan: Attending for drainage issues. Work done by Drainage and Erosion a couple of weeks ago has helped, however now one of the new drains is currently covered with dirt and debris, and a fence is sinking. Grass was planted but washed away. Some of the erosion appears to be starting at the top of hill and nothing has been done up there.

Board action: Review top of hill, gain additional professional opinions as needed.

Theresa: Asked about whether there were guidelines for house number background colors, and inquired into upcoming ARC meetings. Board referred her to specs sheet and said meeting should be scheduled soon and would be posted 7 days in advance on the web site

Susan - inquired as to tree overgrowth on her property starting to cut into her screen. Action - was instructed to send picture to Elizabeth, for consideration during next formal tree pruning.

Dennis Hunt -3809A elbert. Here to pick up key for mailbox. Tree behind house got cut down?
Fence repair needed.

Police Report

Sheriff's academy is kicking off. More information is available at <https://www.alexandriava.gov/sheriff/info/default.aspx?id=104508> Aso raising awareness of Project Lifesaver, additional information is available at <https://www.alexandriava.gov/sheriff/info/default.aspx?id=65892>. This is also offered in spanish.

Approval of Meeting Minutes

Approval of July Minutes was tabled to allow one board member additional time to review due to some personal circumstances

Committee Reports

Landscape Committee

Jim Rorke

- A. Fall walkabout will be September 5th at 2pm.

Parking Committee - Frank Purcell

- A. Parking committee meeting was held on 8/18/18
- B. Examined current parking policy.
- C. Drafted/revised parking citation form for board adoption.
- D. Abandoned vehicle policy is confusing. Committee will bring recommended updated policy to board.
- E. Bella also raised issue of certain residents' parking beginning to block ingress/egress of street- wheels outside driveway.

Community Relations - Open

- A. Working on newsletter, need members for all committees and committee chair!

Architectural Review Committee – Margo Gorra-Stockman

- A. 2 Approvals were granted
 - a. 3908 Charles: Front door and storm door approval
 - b. 3807 Charles: Solar powered attic fan.

Budget Committee – Bella Vulchanova

- A. Budget committee meeting held on 8/22/18
- B. Committee recommends 3 proposed budgets from management, with 0, 1 and 3% increases respectively.

Management Report

Elizabeth presented the management report. Notable items:

- A. Scope of drainage repairs developed, sending for additional quotes. Additional option of changing routing of drainage pipes to be quoted.
- B. National night out total expenses of \$1,370. Do not need further ratification, as they fall underneath the \$1,500 threshold set in May 2018.
- C. HOA Access to irrigation clock app is still outstanding. Elizabeth to follow up.

Old Business

Mailbox replacement on Elbert Avenue

- A. All residents have now picked up keys on Elbert Avenue and mailboxes have been installed

Irrigation System

- A. The new irrigation system is up and running. New timers have been installed at Shorter Lane, Charles Ave
- B. Discussion of how to manage control of new wi-fi app and who should have access

Drainage and Erosion

- A. Exterior plumbers came out to address flooding issues across 4 patios on Courtland Circle. Pipes were snaked and cleaned out, and found to contain significant debris and roots. Initial estimate given for more permanent fix; in process of evaluating alternatives
- B. Drainage and Erosion came out to execute contract signed in May to address drainage issues impacting multiple townhomes on upper and lower Courtland Circle.
- C. Frank Purcell raised issue that someone had put rocks into one of the new drainage holes emptying out onto the street. Discussion on whether a mesh could be put on top of drainage holes to prevent this. Elizabeth to follow up
- D. Board action to start initiative to develop a more comprehensive list of areas in the community that may need drainage improvements in the future.

New Business

National Night Out

- A. National night out occurred August 7th, 2018. Total expenses were \$1,350 from Olga and \$50 from Christine Purcell. This is below the previously approved \$1,500 amount.

Locks

- A. The lock on the gate connecting lower Courtland Circle to Lower Elbert has been reported as broken by some residents. Upon further examination it appears that the issue is the post and not the lock. Capitol will send someone out to do repairs.

Annual Meeting

- A. Corrections provided to management on draft annual meeting notice.
- B. Annual meeting notice to be sent out with proxy forms
- C. Margo to look into possibility of engaging same notary again for annual meeting to encourage additional signing of declarations

Budget and Financial

- A. Jon moved to move 75k from checking account to money market account, Frank second. Motion passed with unanimous approval.

Parking

- A. Frank moved to adopt draft revised parking violation notice as official, 2nd from margo. Motion passed with unanimous approval.

Executive Session

The board entered executive session at 9:16pm to discuss delinquent accounts via unanimous consent.

Adjourn

The board returned to open session at 9:35pm and adjourned the meeting at 9:36pm via unanimous consent.