

*Lenox Place at Sunnyside Homeowners Association, Inc.*

*Board of Directors Meeting Minutes*

November 26, 2018 – 7:00 pm

## ATTENDANCE

Margo Gorra-Stockman, President (2019)  
Frank Purcell, Vice President (2021)  
Jonathan Greger, Treasurer (2020)  
Saide Ashaboglu, Secretary (2021)  
Jim Rorke, Member at Large (2020)  
Elizabeth Stulga, Capitol Property Management  
Pam Roberts, Resident

## CALL TO ORDER

The meeting was called to order at 7:03 pm by President Margo Gorra-Stockman at the Beverly Hills United Methodist Church, Alexandria, Virginia 22305.

## HOMEOWNER FORUM

No topics raised by homeowners.

## POLICE REPORT

Police report has been sent to Margo and Jim, the rest of the board will receive the report and review. No police officers present in person.

## Approval of Meeting Minutes

Minutes from the meetings of October 2018 were reviewed. **Jon moved to approve the October minutes as amended, Frank seconded. Motion passed unanimously.**

## COMMITTEE REPORTS

- **Landscape Committee – Jim Rorke**
  - Vendor had sent a new price for a smaller tree to replace an existing tree that had died. We had gotten an initial replacement cost at the October meeting, but asked for a re-cost because it was too expensive
  - Also received a new price for the removal of bushes. The bushes were at the corner bed, West Glebe and Old Dominion Boulevard.
  - Pam Roberts commented that the landscape committee with monitor what LandCare is doing on a regular basis.

- Committee now has a spreadsheet built off of the contract, and they will continue to observe work done and compare to invoices, to ensure that the vendor is following through on contractual obligations

## **Architectural Review Committee – Margo Gorra-Stockman**

Discussion took place regarding four approvals that were made in October

- 3826 Charles Avenue: to replace the roof with nickel gray 3 tab shingles
- 3911 Elbert Avenue: to push the backyard fence back into the property's 5 feet additional area, which would be an additional 2.5 feet beyond the prior ARC approved 31.5 inch extension on the property.
- 3913 Courtland: to replace windows/sliding glass door
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## **Parking – Frank Purcell**

- The committee met Sat., Nov. 17 and adopted a recommendation to change LPAS policy on abandoned vehicles for future Board consideration, and reviewed communication materials for Neighborly Parking Awareness Month, which will take place in December.

## **Community Relations – Open**

No report

## **Budget Committee – Open**

No report

## **Management Report**

Elizabeth presented the management report:

- Financials - irrigation shows a negative variance. Need a clarification about the full amount that was in the report.
  - Part of it was replacement and part of it was repair, the repair will come out of the operations and the clocks, the portion that was for the replacement, will come out of the reserves
  - Changes to the financial reports (income statement) will be made by next meeting to appropriately reflect operating vs. capital expenditures
- Approval to move \$75K from checking to money market has not been done yet, but it will be moved by the end of the month.

## Old Business

- Landscaping walk through conducted with the landscaping committee and LandCare. Proposal approved and on schedule.
- Tree trimming requests have been made. Elizabeth has a list of vendors and the Board has requested bids and a review of the entire property.
- Name changed for vendor from Palmers to LandCare.

## NEW BUSINESS

### 1. Snow Removal Contract

- New Proposal received from Palmers/Landcare for snow removal in 2018-2019
- In the past we have decided when pre-treatment should be done, rather than the contractor deciding to pre-treat the area (due to the variance of weather in our region)
- De-icing will be conducted upon the owners request, rather than after every plow.
- Contractor requested to add a note into the contract to use snowblowers for the sidewalks, and to disperse the snow from sidewalks when applicable.

### **Frank moved to adopt the proposal, with the following included:**

1. Items of page 5 of the agreement of 3 inches, and upon notification
2. Pre-treatment services to be determined by customers
3. Contractor to use de-icing products upon LPAS request,
4. Need an addition write-up that sidewalk clearing to use snow blower when appropriate,
5. Finally, the contract needs to match the 2018 agreement on sidewalks being cleared (interior and exterior)

### **Jon seconded the motion. Motion passed unanimously.**

### 2. Ivy problem

- 3801 Elbert residents brought a concern via email over ivy creeping into their backyard through the fence, and asked who would own the problem. It is behind their fence, but it is beginning to creep inside their fence and very invasive.
- Management determined that it appeared the area behind their fence was City of Alexandria property, and given the ivy was inside their fence, they were not prohibited from trimming it themselves.

### 3. 2019 Budget

Two options in the budget - a 1% increase and a 2.73% increase.

**Jon moved to raise the maximum allowable annual assessment per unit to \$1,356. Second provided by Saide, Motion passed unanimously.**

**Jon moved to approve the 2019 budget, setting total assessments to \$165,432, representing a 2.73% increase resulting in the assessments of \$113 per unit per month or \$1,356 per unit per year.. Saide seconded. Jon, Saide, Margo and Frank voted yes, Jim voted No. The motion was approved.**

#### 4. Miscellaneous

Starting to get applications for the hangtags, not finished yet

Fire lane sign were not visible from everywhere - need to be more visible (ones from VDOT are on Old dominion and exterior). Elizabeth asked for specific locations of fire lane signs that needed replacement; she will order more signs.

## **ADJOURN**

**Margo moved to adjourn at 8:55 pm. Jon seconded. Motion passed unanimously.**