

LENOX PLACE SUNNYSIDE

Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, March 27, 2017

CALL TO ORDER

The meeting was called to order at 6:31 p.m. by Margo Gorra-Stockman, President, at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305.

BOARD MEETING ATTENDANCE:

Margo Gorra-Stockman, President (2019)
Jim Rorke, Vice President (2017)
Bella Vulchanova, Treasurer (2018)
Heather Herndon, Secretary (2018)

Elizabeth Stulga – Capitol Property Management
Jennifer Dodson – Homeowner
Lewis Jackson – Homeowner

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 requested copy of invoice for the Reserve study and inquired about why it was paid in November 2016. Requested clarification on why the HOA did not shovel the external sidewalks along Old Dominion Blvd or Glebe Rd. Requested clarification/additional detail on why two snow contractors had broken contracts in the last three years.

Homeowner stated that he felt that no funds have been spent on Elbert Avenue. Homeowner suggested that the Dodson's should be reimbursed for landscaping that they sponsored on Elbert Avenue. Jennifer Dodson stated that they appreciated the thought but were well aware of the situation and were not asking for reimbursement.

COMMUNITY OFFICER

Sgt. Jose Garcia, provided the police report; one call for a house alarm, not reportable, for Lenox Place at Sunnyside. Crime in Arlandria is lower overall than recent years.

Approved Meeting Minutes

The February minutes were approved, as amended.

Ratification of items taken outside of meetings.

- *No actions were taken by email this month.*

Association snow removal was discussed. Homeowner raised a question as to why the sidewalks were not cleared by the association. Residents had been asked to take on the responsibility of clearing sidewalks adjacent to their property for the remainder of the 2017 season due to the lack of a committed contractor despite numerous attempts by management to secure one (for January-April 2017 only; management will procure bids for the new season in summer of 2017 to include sidewalks for the 2017-2018 snow season). During the only snow event, one contractor did submit a bid of \$3600 for the sidewalks and \$2500 for salt application or \$6000 which constitutes a large portion of the annual budget (and this cost did not include the roads). At that time, based upon several factors, the Board discussed the exorbitant proposal and opted not to incur the cost.

COMMITTEE REPORTS

A. Landscape Committee – Jim Rorke

- a. Spring walk around with Palmers and the Landscape committee took place on March 23, 2017; Jim Rorke, Annette Gillis, Elizabeth Stulga, and Neil Brady participated. Neil Brady from Palmers will prepare proposals, the Landscape Committee will review, prioritize, and present their recommendations to the Board (for final review and approval) during the April meeting.

B. Architectural Review Committee – Margo Gorra-Stockman

- b. One request was submitted and is in progress
- c. The ARC will be asked to consider exterior lighting, doorbells, and cameras that have more sophisticated technology to ensure that homeowners can consider the latest advances in security devices for installation. Will request ARC to provide point of view on the above.

C. Parking – Jim Rorke

- d. No violations reported in March. New parking passes are available, see LenoxPlace.org for forms

D. Community Relations - Bella Vulchanova

- a. Items for inclusion in the next newsletter were discussed – homeowners can submit suggestions to the Board
- b. A schedule for reviewing and approving the proposed amended Declarations was discussed, see below

E. Budget Committee – Bella Vulchanova

- a. Committee is reviewing the financial reports for the last three years to see if there are areas for improvement

FINANCIAL REPORT – Stulga /Vulchanova

Elizabeth and Bella discussed the current financial report.

- Expenses reflect a positive variance of \$3030 as January's landscape invoice had been paid in December 2016
- Bella requested CD rates for reinvesting reserve funds

OLD BUSINESS

A. Reserve Study

a. Douglas White, P.E. from TDL provided an updated Reserve Study. The report provides information for 30 years rather than the previous study period of 20 years. Additional review of each line item was discussed with additional questions for Mr. White. Elizabeth will contact him to convey the questions.

NEW BUSINESS

B. Declaration Revisions

a. Discussed creating a schedule to provide multiple opportunities for the homeowners to meet to ask questions and comment on the revisions that were created based upon input from the community. It is important that all homeowners understand the revisions and have an opportunity to review and ask questions.

b. The following is the proposed schedule:

- i) The revised Declarations will be mailed to homeowners and placed on the Lenoxplace.org website (password protected with the password included in the mailing) for electronic review in early May
- ii) Homeowners will be asked to attend the June 26, 2017 and/or July 24, 2017 monthly meetings to ask questions or provide comments (attorney will be present to answer questions)
- iii) Depending upon the outcome of these meetings
 - (1) either additional revisions will be requested and need time with the attorneys, potentially delaying the rest of the schedule
 - (2) or voting on the current revision can begin
 - (a) Each of the 122 homes will have one vote, the documents for the vote will be provided by mail and on the website.
 - (b) Each homeowner's vote will need to be notarized and returned to Capitol Management
 - (c) For homeowner's convenience a notary will be available at the August 28, 2017 and September 24, 2017 meetings (Annual meeting).
- iv) Voting concludes by October 16 so that results can be presented at the October 23, 2017 meeting

C. Annual Community Inspections

c. Annual Inspection will be conducted by Capitol Management this summer so that homeowners will have

time during the cooler fall months to complete any necessary improvements. Homeowners do not need to wait if they are aware of improvements that they would like to make, please remember to submit a request to the Architectural Review Committee for any exterior projects.

Executive Session

Bella moved, Jim seconded for the Board to move into Executive Session by unanimous vote at 9:55 pm, exited by unanimous vote at 10:15 pm.

ADJOURN

Heather moved, Margo seconded, motion passed unanimously to adjourn at 10:25 pm

Next Meeting – Monday, April 24, 2017, 6:30 pm at the Beverley Hills United Methodist Church, Alexandria, Virginia 22305