

**Lenox Place at Sunnyside Homeowners Association, Inc.**  
**Board of Directors Meeting Minutes**  
**Monday, April 27, 2020 - 7:00 pm**

## Attendance

### Directors

Frank Purcell, President (2021)  
Saide Ashaboglu, Vice President (2021)  
Jonathan Greger, Treasurer (2020)  
Jim Rorke, Secretary (2020)  
Robin Roberts, Member at-large (2022)

### Management

Joanelize Morales, Capitol Property  
Management

### Landscape Committee

Margo Gorra-Stockman, Chair  
Pamela Roberts

### Residents

Eric Kempen, Glenn and Kelly Chambers,  
Javier Arniella and Amanda Rodriguez,  
Katie and Rodrigo Vazquez, Nancy and  
Paul Queally, Maureen Perkins

## Call To Order

**President Purcell called the meeting to order at 7:04 pm** via GoToMeeting virtual meeting technology. A digital HOA meeting packet was made available for download.

## Approval of Agenda

**Purcell moved to adopt the agenda.**

- Unanimous approval
- **Motion adopted**

## Public Health Statement

Purcell provided a summary of current published public health information pertinent to the Lenox Place community in light of COVID-19.

## Actions Taken Outside a Meeting

**On April 2nd, 2020 via email, Rorke moved to authorize** resident Eric Kempen to take notes for LPAS board meetings beginning April 2, 2020, for a fee of \$100 per two-hour meeting plus \$12.50 per quarter-hour after two hours, submitted via Word document to the President and the Secretary within a week of the meeting, subject to the previously signed services agreement through July 1, 2020. Second Provided by: Roberts.

- No votes were cast
- **Motion fails.**

# Community Forum

## Resident comments

- Katie and Rodrigo Vazquez - New residents of LPAS asked to be added to the communications list, and are looking forward to hearing about the erosion study.
- Glenn/Kelly Chambers - Inquired about tree trimming, indicated a tree on their side yard is bending over because neighboring tree has not been trimmed.
- Eric Kempen - Lightpost near gate between Elbert and north Courtland Cir. still does not work. Looking for an update on gates between Elbert/Courtland. Looking forward to the erosion update. Looking to see if the parking committee has any desire to suspend the 7 day rule due to COVID.
- Maureen Perkins - New to the community. Wood rot on gate steps/fence. Asked if HOA is repairing at this time.

## BOD responses and actions:

- Various issues mentioned will be forwarded to management to resolve, as well as the appropriate committee, if applicable. Please also log requests at [lenoxplace.org/contact/](http://lenoxplace.org/contact/).
- Landscaping requests/issues will be forwarded to the landscape committee.

## Consent agenda

**Purcell moved to accept** the consent agenda. Rorke objected to item a, c, d and e.

- Objected items are tabled until the end of the meeting per consent agenda rules.

**Greger moved to indefinitely postpone the 2020 yard sale.** Seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

## Drainage Projects

### Current Proposal Review

Discussion was held regarding various drainage and erosion issues on the property. Notable comments are included below:

- Residents Arniella and Rodriguez suggested the issue is called “soil creep”, and indicated timber retaining walls will not be a long term solution, and that the association should consider masonry or poured/cast in place options. Also offered to assist the board in its efforts.

- Rorke indicated the importance of receiving three bids, echoed by residents in attendance.
- Margo Gorra-Stockman urged the priority of this effort. Agrees that a consultant engineer is a necessity.

## Consulting Engineering Review

Discussion was held regarding consulting engineering services and reviewed proposals.

Notable comments are included below:

- Management stated both firms are highly recommended and have worked with both in the past.
- Management recommends ETC over OnPoint based on past work, noting the higher cost of ETC.
- Discussion held weighing the benefits of obtaining a third consulting bid or choosing one now so as to not delay the project further.

**Greger moved to approve and engage ETC** for the purpose of providing consulting engineering and project management services for erosion and drainage on LPAS common property, not to exceed \$15k. Seconded by Roberts.

- Aye: Ashaboglu, Greger, Roberts, Purcell
- Nay: Rorke
- **Motion adopted**

## Landscape Committee Report

Margo Gorra-Stockman provided a Landscape Committee report, focused on landscaping proposals provided as a result of a virtual walk-about to address various non-contract items. Recommended the board approve only a subset of items, encapsulated by Rorkes motion below. Committee is working on drafting a policy for HOA/Homeowner landscaping responsibility clarification.

**Rorke moved to authorize LandCare to perform** bamboo removal, remove a row of dead yewes, install replacement laurels at Courtland Circle, bury irrigation hoses at Courtland Circle, and remove sandbags from common property for a total of \$1,426.35. Seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

## Management Report

Morales provided the management report, reviewed financials and discussed high electrical maintenance variance with regard to non working lights. Notable items include:

- Host Facility: No payments were made in 2018 or 2019. Needs a motion.
- Irrigation payments invoice review: No update, still in progress.

- Revenue and expenditure monitoring for COVID: No report available yet for April.
- Elbert light post repair: PSE dispatched, will reach out to them again.
- Rusted gate: No update

## Remaining Consent Agenda Items

**Greger moved to approve** the March 27th meeting minutes. Seconded by Roberts.

- Aye: Greger, Roberts, Purcell,
- Nay: Rorke
- Abstain: Ashaboglu
- **Motion adopted**

**Ashaboglu moved to approve** the draft newsletter for publication. Seconded by Roberts.

- Aye: Ashaboglu, Greger, Roberts, Purcell
- Abstain: Rorke
- **Motion adopted**

## Executive Session

**Rorke moved to resolve into executive session** in order to evaluate overdue balances, evaluate contracts, and discuss personnel matters. Seconded by Roberts.

- Unanimous approval
- **Motion adopted**

The Board of Directors resolved into executive session at **9:28pm** and returned to open session at **10:21pm**.

## Actions from Executive Session

During executive session, the Board of Directors voted to assign Greger as Secretary and Treasurer, and assigned Roberts as Landscape Committee board liaison. The board reviewed a contract for audit services and recommended approval.

**Greger moved to approve the Goldklang audit engagement** for a total of \$5200 for 2020 and 2021 fiscal years. Seconded by Roberts.

- Unanimous approval
- **Motion Adopted**

## Adjournment

**Roberts moved to adjourn** and set the next meeting date to Thursday, May 28th, 7pm. Seconded by Ashaboglu.

- Unanimous Approval
- **Motion Adopted**

Meeting adjourned at **10:32pm**.