

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Thursday, May 28th, 2020 - 7:00 pm
Virtual via GoToMeeting

Attendance

Directors

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

Landscape Committee

Margo Gorra-Stockman, Chair
Pamela Roberts

ARC

Nicholas Toaso, Chair

Management

Joanelize Morales, Capitol Property
Management

Residents

Javier Arniella, Carrie Field, Rodrigo
Vazquez

Call To Order

President Purcell called the meeting to order at 7:05 pm

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.

Community Forum

Resident Comments

- Jonathan Greger - Requested the Board to undertake traffic calming measures due to noted unsafe vehicle speeds within the community.

Consent Agenda

Rorke requested discussion on A, C, D and E, items moved to the end of the agenda.

Ashaboglu moved to reschedule National Night Out to October 6th, 2020. Second by Rorke.

- Unanimous approval
- **Motion adopted**

Drainage Project Discussion

The Board discussed modifying the scope of the consulting engineering services, and reviewed an amended scope from ETC.

Revised Consulting Engineering Services

Roberts moved to approve the proposal from Engineering and Technical Consultants, Inc., (ETC), #PM0-7212, dated May 15, 2020, for site drainage evaluation, design, and bidding consulting engineering services for property-wide drainage renovation, not to exceed \$14,000. Seconded by Ashaboglu.

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

Property Wide Fence Evaluation

Discussion was held regarding the need to add evaluation of the community's wood fences to the scope of ETC's work in order to plan for future replacement, if deemed necessary.

Greger moved to request ETC to provide a proposal to review existing wood fencing, evaluate for replacement, and provide a plan of action for the Board to consider. Seconded by Ashaboglu.

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

Wood Fence Repair

Roberts moved to approve OnPoint's wood fence repair proposal 20061503, for \$1,850. Seconded by Greger.

During discussion, it was suggested that the fence to be repaired was not HOA property. Discussed tabling this motion to allow management to uncover more details and report back.

Roberts moved to table the motion. Seconded by Rorke.

- Unanimous approval
- **Motion tabled**

Landscape Committee Report

Roberts provided a report on behalf of the Landscape Committee. Notable items include:

- Suggested adopting a log for landscaping issues to maintain vendor accountability.
- Reviewing various policies as they relate to landscaping.
- Currently obtaining tree trimming bids

Roberts moved to approve item #12 from LandCare proposal #3201744 for “Dead Shrub Replacement,” for a total amount of \$180.60. Seconded by Rorke.

- Unanimous approval
- **Motion adopted**

Food Trucks in LPAS

The Board discussed the possibility of HOA providing food trucks to benefit the community in challenging times. Residents in attendance suggested surveying the community, and noted other communities are authorizing food trucks to sell their products directly to residents so as to not expend HOA funds.

Robin moved to survey the community on their views of food trucks in Lenox Place and report by the August meeting. Seconded by Greger.

- Unanimous approval
- **Motion adopted**

Package Delivery Accuracy

The Board discussed an issue of mis-delivered packages throughout the community, and discussed potential options to address such as changing house number color schemes and adding additional signage to improve visibility.

Management Report

Morales presented the management report. Notable items include:

- 2019 Winterization payments. Reviewed invoices and pricing is correct.
- 2020 Irrigation maintenance contract: In place
- Insurance Review: Residents performing volunteer work on behalf of the association would not be covered by the association’s insurance policy. Management was requested to facilitate development of an appropriate release form for volunteer work.

Outstanding action items:

- Light Post on Elbert Ave.
- Updated perimeter fence painting bids
- Bids for metal gate replacement
- Approved Non-contract landscape items: Not complete, cost clarification with vendor underway.

Executive Session

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

- Unanimous approval
- **Motion adopted**

The Board of Directors resolved into executive session at **8:44pm** and returned to open session at **9:14pm**.

Actions from Executive Session

In the Executive session, the Board reviewed the draft audit and recommended approval.

Greger moved to sign the audit representation letter for the draft audit for year end 2018 and 2019. Seconded by Rorke.

- Unanimous approval
- **Motion adopted**

Remaining Consent Items

Approval of Minutes

Roberts moved to accept the April meeting minutes, as amended. Seconded by Rorke

- Unanimous Approval
- **Motion adopted**

Host Facility Contribution

Greger moved to contribute \$550 to Beverly Hills United Methodist Church for the use of meeting space by Lenox Place. Seconded by Roberts.

- Unanimous Approval
- **Motion Adopted**

Police Report

The Board received a written report, and discussed the report from April.

Adjournment

Roberts moved to adjourn and set the next meeting date to June 22nd, 7pm. Seconded by Rorke.

- Unanimous Approval
- **Motion Adopted**

Meeting adjourned at **9:38pm**.