

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, January 25, 2021 - 7:00 p.m.
Virtually via GoToMeeting

Attendance

Directors

Frank Purcell, President (2021)
Saide Ashaboglu, Vice President (2021)
Jim Rorke, Member at-large (2023)
Robin Roberts, Secretary (2022)
Haben Petros, Member at-large (2023)

Molly Perkins, Treasurer
Eric Kempen, Recorder

Management

Joanelize Morales, Capitol Property
Management (*Not present for this meeting*)

Landscape Committee

Margo Gorra-Stockman, Chair

Residents

Karen Humphries, Elizabeth Harling, Derek
Einhaus, Pamela Roberts, Barry Flahive,
Teresa Austin, Margo Gorra-Stockman,
Javier Arniella, Kaelyn Douville, Susan
Phalen, and Rodrigo Vazquez

Call To Order

President Purcell called the meeting to order at 7:06 p.m.

Approval of Agenda

Purcell moved to adopt the agenda.

- Unanimous approval
- **Motion adopted**

Community Forum

Resident Comments:

- Vazquez asked the City of Alexandria Police be requested to remove the abandoned bikes on Old Dominion, and noted he has been picking up trash and some dog waste around the common areas. Recognized the Board for installing the new pedestrian walkway gates.
- Arniella stated that community members don't appear to be picking up after their dogs.

BoD Responses and Actions:

- The various issues mentioned will be forwarded to management to resolve, and will be addressed in the draft letter on community common area use later in the agenda

Consent Agenda

Purcell moved to accept and approve the items listed in the Consent Agenda items en bloc, which included adopting:

- A. the minutes of the Board meeting on Monday, November 23, 2020 (item A);
- B. the Management and Treasury reports for November and December 2020 (item B);
- C. the ARC report for November 2020 through mid-January 2021 (item C);
- D. the Law Enforcement report for the period November 23, 2020, to January 22, 2021 (item D);
- E. the motion to validate management emergency expenditures within contract to trim tree located at 3903 Elbert Avenue (proposal from JL Tree dated December 29, 2020, in the amount of \$450) (item E);
- F. the motion to approve expenditure of \$310 for annual Community Association Institute (CAI) membership in 2021 for LPAS HOA Board (No. 1606596) (item F); and,
- G. the motion to approve the proposal for LPAS HOA irrigation system maintenance services from Community Landscape Services, dated January 12, 2021, proposal No. I21-0020, in the amount of \$2,240, including terms associated with additional repair work (item G).

Petros objected to items E and F, and the BoD held a discussion regarding each of the items towards the end of the meeting, prior to executive session.”

Ashaboglu moved to adopt item E. Roberts seconded the motion.

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

Roberts moved to adopt item F. Ashaboglu seconded the motion.

- Unanimous approval
- **Motion adopted**

Purcell moved to adopt items A, B, C, D, and G. Roberts seconded the motion.

- Unanimous approval
- **Motion adopted**

Drainage Initiative

Discussion was held regarding a revised site drainage repairs design from ETC – revised so that common area improvements would not encroach into members’ private property. The Board also heard from consulting engineer Cassie Park, PE, of ETC, and discussed a motion to solicit bids on the revised project.

- Park provided a project overview including the three separate project phases, explained the reason for the revised project, and discussed the revised project in detail including the proposed project timeline.
- Management received a revised draft site drainage repair bid package from ETC (Project No. M0-4067) which was made available to the Board and members online.

Resident Comments:

- Arniella asked if there were existing rain leaders, and if not, if ETC recommended for homeowners to install it themselves. He also asked if the design was preliminary or final, and if ETC would act as the owner representative and provide inspections on the work conducted.
- Douville urged the Board to move as quickly as possible on this project.
- Austin asked how the community should communicate issues once the project starts. She also raised a concern for the fences.
- Vazquez asked about how the swales will accommodate the differing patio heights.

BoD Responses and Actions:

- Park addressed the various questions asked.
- Questions or concerns regarding the drainage project should be forwarded to management.
- Purcell discussed the Board's intent to begin replacing LPAS fences in 2023 consistent with the current reserve study recommendations.

Roberts moved to authorize ETC to issue Requests for Proposal consistent with its design packet dated January 15, 2021 (ETC Project No. M0-4067), for all phases of LPAS common area drainage initiative in 2021, 2022, and 2023, evaluate submissions, and report recommendations and justifications back to the Board at earliest convenience. The motion was seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

Fiscal Management

Discussion was held regarding the LPAS BoD's fiscal management.

- The Board discussed an email exchange between management and Shena Jocuns, Senior Accountant, Goldklang Group CPAs, P.C., regarding the elimination of negative equity, which was made available to the Board and members in the packet online.
- Perkins provided an overview of the LPAS financials and eliminating the negative equity.

Resident Comments:

- P. Roberts affirmed a recommendation to allocate surplus revenue to replacement reserves.

Roberts moved to allocate 2020 surplus revenue over expenditures to Replacement Reserves at the appropriate time. The motion was seconded by Ashaboglu.

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

Community Common Area Use

Discussion was held regarding a draft letter on community common area use, and possible future policy development.

- Ashaboglu and Petros drafted the letter with comments from Board members, which was written in response to community comments and questions.

Ashaboglu moved to approve the draft letter for community distribution via US Mail and email. The motion was seconded by Roberts.

- Unanimous approval
- **Motion adopted**

Tree Trimming

Discussion was held regarding a tree located at 3803 Courtland Circle flagged by a member for maintenance.

Resident Comments:

- Douville stated he had tried to get this tree on the list for tree trimming over the past three to four years because there are several dead branches on it that cause him safety concern. He would to see the tree stay if possible, but would defer to the arborist.
- Arniella is concerned about a resident that has a firepit in their backyard that is sometimes unattended.

BoD Responses and Actions:

- The concern regarding the firepit should be addressed to management for action.

Roberts moved to approve the proposal by JL Tree, dated December 29, 2020, to trim the tree at 3803 Courtland Circle, in the amount of \$500.00 (item 1 only). The motion was seconded by Rorke.

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

Confirm Snow Removal Contract Decision

Discussion was held whether to adhere to LPAS custom snow removal “triggers” vs vendor standard conditions included in the BladeRunners snow management proposal “Final Snow Terms.”

No motion was made to change the current BladeRunners snow contract terms.

Operational Status Items

Discussion was held regarding operational status items. Members requested timely updates from management about the reserve study and financial matters, disseminating the code for the newly installed gates keypunch locks, parking enforcement vendor candidates, and the drainage project.

Executive Session

Rorke moved to resolve into executive session for the purpose of evaluating contracts, evaluating aged balances, and legal matters.

- Unanimous approval
- **Motion adopted**

The Board of Directors resolved into executive session at **9:56 p.m.** and returned to open session at **10:46 p.m.**, having evaluated contracts, aged balances and legal matters.

Actions from Executive Session

Ashaboglu moved to issue an RFP on the matter discussed in executive session. The motion was seconded by Roberts.

- Unanimous approval
- **Motion adopted**

Adjournment

Roberts moved to adjourn which was seconded by Petros, and set the next regular monthly meeting for Monday, February 22, 2021, at 7:00 p.m., virtually.

- Unanimous approval
- **Motion adopted**

Meeting adjourned at **10:49 p.m.**