

Lenox Place at Sunnyside Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, February 22, 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

Molly Mangan, Capitol Property
Management

Guest Presenter

Douglas White, PE, TDL Engineers

Parking Committee

Sherwin Lee, Chair

Architectural Review Committee

Eric Kempen, Chair

Landscape Committee

Margo Gorra-Stockman, Chair

Residents

Margo Gorra-Stockman, Pamela Roberts,
Lewis Jackson, Javier Arniella

Call to Order

President Purcell called the meeting to order at 7:00 p.m.

Approval of Agenda

Purcell moved to adopt the agenda.

- Unanimous approval
- **Motion adopted**

Community Forum

Resident Comments:

- Jackson criticized the draft reserve study and financial statements, urging the Board to reseal common area asphalt rather than conduct drainage improvements.
- Rorke – in his role as a resident – urged the Board to 1) host open discussion topics, not incorporate draft motions in its agenda materials; 2) prioritize securing from residents notarized signatures for revised declarations; 3) limit application of the consent agenda; and 4) expressed unspecified concerns about fiscal management.

He added that meeting discussion times are unrealistic and that residents should have known about the reserve study walkabout in advance. He also expressed concern about the fiscal management of LPAS.

BoD Responses and Actions:

- The various issues mentioned will be forwarded to management for resolution and will be addressed in the reserve study discussion later in the agenda.

Consent Agenda

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

- A. Minutes of the Board meeting on Monday, January 25, 2021,
- B. Management and Treasury reports for January 2021,
- C. ARC and Parking Committee reports for February 2021,
- D. Law enforcement report for the period of January 22, 2021, to February 19, 2021, and
- E. Motion to increase number of members of the LPAS HOA Board of Directors by one, to a total of six, effective immediately.

Purcell withdrew item E pending further coordination with legal counsel.

Rorke objected to items A, B, and C. The BoD considered each of the items towards the end of the meeting, prior to executive session.

Roberts moved to adopt item A with page two of the minutes amended to read, “Petros objected to agenda items E and F (of the January 25 meeting), and the BoD held a discussion regarding each of the items towards the end of the meeting, prior to executive session.”

Ashaboglu seconded the motion.

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

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

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

Parking Committee Chair Sherwin Lee discussed the committee’s two recommended actions for the BoD from their committee meeting on February 6, 2021.

Management is working to provide the parking committee with the requested information as part of their recommended actions.

Purcell moved to authorize consideration of Rorke's motion regarding parking enforcement though it was not included in the agreed agenda. Two-thirds majority was required to approve the motion.

- Unanimous approval
- **Motion adopted**

Rorke moved to adopt item 1 of the Parking Committee meeting minutes, dated February 6, 2021 as amended: the HOA will return to the LPAS Parking Policy of real-time enforcement through immediate towing for stated hangtag violations between the hours 9 p.m. – 6 a.m., effective April 1, 2021. Roberts seconded the motion.

- Unanimous approval
- **Motion adopted**

ARC Chair Eric Kempen introduced Katherine Ahmann for the Board's consideration as a member to the ARC.

Purcell moved to consider Ashaboglu's motion adding Ahmann to the ARC though that motion was not included in the agreed agenda. Two-thirds majority was required to approve the agenda

- Unanimous approval
- **Motion adopted**

Ashaboglu moved to accept Katherine Ahmann as an ARC committee member. The motion was seconded by Roberts.

- Unanimous approval
- **Motion adopted**

Purcell moved to adopt items C and D. Roberts seconded the motion.

- Unanimous approval
- **Motion adopted**

Law Enforcement Presentation

Sergeant Jose Garcia, City of Alexandria Police Department, provided a presentation regarding law enforcement activities in the area in and around the Lenox Place at Sunnyside Homeowners Association (LPAS). Sergeant Garcia also provided suggested tips on keeping your vehicle safe and secure to prevent vandalism and theft.

Resident Comment:

- Jackson explained that the parking signage on Old Dominion was removed and should be reinstalled.
- Sergeant Garcia said he would follow-up on that parking signage.

Reserve Study Draft Review

Discussion was held regarding TDL Engineers draft reserve study report.

- Douglas White, P.E., TDL Engineers, Alexandria, VA, provided an overview of its draft reserve study report, dated February 16, 2021, included in the member packet.
- Purcell invited member and Board questions to be submitted to management by Feb 26 so that the vendor could consider them in submitting a final report.

Fiscal Management

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

- The Board discussed the allocation of CY20 LPAS HOA revenue surplus over expenditure, and the establishment of a Finance and Long-Term Planning Committee.
- Perkins said that as Treasurer she is completing a review of the LPAS financial statements, aligning capital monthly expenses against the LPAS 2021 budget, analyzing LPAS' accumulated negative equity, and examining previous LPAS reserve studies, including projects planned vs. completed.

Rorke offered a motion to rescind the January 25, 2021, Board vote, which proposed to allocate 2020 surplus revenue to Replacement Reserves at the appropriate time. The motion was seconded by Roberts.

- Unanimous approval
- **Motion adopted**

Rorke offered a motion to allocate 2020 surplus revenue against accumulated negative equity at the appropriate time. The motion was seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

Petros moved to establish a Finance and Long-Term Planning Committee of the LPAS HOA, whose charge shall be to 1) support LPAS HOA budget processes each fall; 2) ensure financial investment policy adherence and modifications each winter; 3) ensure reserve study financing and project adherence and implementation each spring; and 4) inform decision making by the Board on such matters on a regular basis. The Treasurer will be the BoD's liaison to the committee, with members to be recruited from the community for approval by the Board, The committee's chair will be approved by the President. Those selected for the committee will serve terms beginning upon their approval through October 2021, and then for one year each beginning each October, in a manner consistent with other LPAS HOA Committees. The motion was seconded by Roberts.

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

CAI Civility Pledge.

Discussion was held regarding the Community Associations Institute (CAI) civility pledge.

- The Board discussed renewing an initiative to secure LPAS HOA member comment, previously unanimously approved in February 2020, but interrupted by the COVID-19 pandemic.

Roberts moved to obtain LPAS member comment on the proposed community civility pledge so that the Board may consider it further in April 2021. The motion was seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

Operational Status Items

Discussion was held regarding the operational status items. Members requested timely updates from management about the status of the action items list, and suggested management add more detail in the action item list including the potential project expense and funding.

Continuation of Community Forum

- Jackson stated Board meetings are too long. Jackson stated he would like to see common area asphalt resealing be considered as a future project.

Executive Session

Purcell moved to resolve into executive session for the purpose of evaluating contracts, evaluating aged balances, and legal matters. The motion was seconded by Ashaboglu.

- Unanimous approval
- **Motion adopted**

The Board of Directors resolved into executive session at **9:58 p.m.** and returned to open session at **11:03 p.m.**, having evaluated contracts, aged balances and legal matters.

Actions from Executive Session

Roberts moved to authorize the Treasurer to sign the audit retention letter for 2020 and 2021. The motion was seconded by Rorke.

- Unanimous approval
- **Motion adopted**

Adjournment

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

- Unanimous approval
- **Motion adopted**

Meeting adjourned at **11:07 p.m.**