

Lenox Place Homeowners Association, Inc.

Board of Directors – Monthly Meeting

April 19th, 2023; 7:00pm.

Hybrid (in-person/virtual via Zoom) Meeting

Attendance

Directors

Kelly Chambers, Vice President
Sherwin Lee, Secretary
Nick Nalli, Member At-Large
Curt Robinson, Treasurer (Absent)
Jim Rorke, President

Residents

Diane Adelberg, Teresa Austin, Susan
Phelan & Elizabeth Harling

Special Guest

Jamie Gernatt (APD), Victor Ignacio
(ASD)

Management

Jane Houston (CPM)

I. Call to Order (Special Meeting)

Jim Rorke called the meeting to order at 7:05pm.

II. Resident Forum

Jim gave a briefing to present to residents/members in attendance regarding the effort to amend the Articles of Incorporation (AOI). A count of ballots received at this meeting were compiled by Jane Houston, the property manager. The vote tally of ballots fell short of the number needed to amend the AOI. It was decided that this special meeting would reconvene in May. Jim moved to reconvene the meeting on May 17th. The vote to reconvene the special meeting in May was unanimous by the Board members in attendance.

I. Call to Order (Regular/Board Meeting)

Jim called the meeting to order at 7:30pm.

Kelly Chambers forwarded the motion to accept the meeting agenda, which was seconded by Nick Nalli. The Board members voted unanimously to approve the motion.

II. Resident Forum

Susan Phelan reported that she received a RING alert on March 6th at 10:12pm indicating a violent crime occurred in the vicinity of the 3900 block of North Charles. No specific address was given by the alert. Sargent Gernatt said that the report that he ran covering this period of time going back to January 1st listed no event of that type occurred on that day? There were

only two reportable events listed in that period (a fraud issue and a suspicious event. Both events were not near the Lenox Place property.

III. Approval of Meeting Minutes (February 15th, 2023)

Kelly made the motion to approve the meeting minutes. Sherwin Lee seconded the motion. The motion was approved by the Board members present (4).

IV. Committee Reports

Police Liasson: Sargent Jamie Gernatt (APD) gave a report that covered the period going back to January 15th through April 17th for the Arlandria neighborhoods. He stated that there were nine calls for service and two reportable offenses for this period but nothing of consequence to the Lenox Place property. Jamie mentioned that crime is up 6.25% for the same period as compared to the previous year in the Arlandria area. Jim asked officer Gernatt about the issue of commercial vans/trucks parked in the neighborhood, specifically on Old Dominion Blvd. Jamie stated that APD does not count vans with ladders and decal advertisements as being commercial vehicles. APD classifies commercial vehicles based on weight. After this conversation Kelly inquired about the issue of illegal parking on Old Dominion Blvd, specifically near Shorter Lane. Jamie stated that APD was enforcing parking violations to the best of his knowledge.

Deputy Victor Ignacio from the sheriff's department gave briefing on the "Home-Away Check" program available to city residents during the upcoming summer vacation months.

Parking: Jane stated that no vehicles had been towed since the last Board meeting in March.

Landscaping: Kelly said that the committee has yet to meet. She addressed the issue of children climbing trees in the neighborhood. She discussed the possibility of sending out some kind of notification to address this subject.

Financial: Jim stated that Curt Robinson (LPAS treasurer) had informed him prior to the meeting that there is no report to present.

ARC: Jim stated that Molly Perkins (ARC Chairperson) there is no report. Kelly inquired about being able to see the list of approved requests submitted by homeowners. Jim and Jane said there is a spreadsheet that contains this information. Jane said that she would get back to Kelly offline with the requested information. Jim asked that a copy be provided to the Board prior to the next meeting.

V. Management Report

Financials: Kelly was concerned as to why there is still a variance for landscaping for the amount of \$5,275.00? Jane said the variance was due to the carry over from the calendar/fiscal year 2022. There was a brief discussion between Jim, Kelly and Jane about bills/invoices from 2022 being carried over to 2023 and being paid in this year. Jane stated that these need and will be

corrected soon by the accounting department. She made a note to herself to follow upon this issue.

Administrative: Jane stated that three residents are requesting fence gate repairs. The homeowners are requesting that the gates be repaired now. She said we can't wait for the community-wide replacement of all fences. The discussion of fence/gate repairs went on for several minutes. Jim requested that Capitol come out to survey the work that is needed and submit a quote for the repairs for these three residences. Jim stated that the Board could do an e-mail vote to approve the expense to complete the work before the next meeting. Jane stated that the resident at 3807 Elbert has requested that evergreen trees be planted at the rear of the property to serve as natural visual privacy screen from the apartments behind her row of homes. Jim stated that a row of Arborvitae was planted years ago for this exact purpose but one homeowner at 3807 at the time did not want the evergreen planted. Kelly requested that this issue be presented to the landscape committee to be added to the list rather than have the Board make this decision. Jim asked Jane to notify the homeowner that the request will be considered for the fall plantings.

Security Gate Keypad Issues: Jim made the motion to accept the On-Point work proposal for \$2125.00 to remove the existing combination locks (2) and install new locks as specified in the quote. Sherwin seconded the motion. Kelly asked if we had received a bid from another vendor? A discussion ensued on this subject. After this discussion Jim decided to withdraw the motion and it was decided that we would solicit a quote from another vendor. Jane said she would get another quote.

Irrigation: The vendor Community Landscape Repairs has submitted a proposal for \$2,640.00 to cover the annual maintenance as specified in the quote for the Spring through the Fall of this year. Jim made the motion to accept the proposal which Kelly seconded contingent on the start date be moved forward to May verses June as stated in quote. The motion was approved unanimously.

Elsie Thomas Memorial: The memorial has been installed and currently no dedication ceremony date has been set by the city according to Jim.

Annual Inspections: Jane stated that the annual inspections that were going to be conducted this week are being postponed until next week. Kelly asked Jane about violations that were cited in 2022. These individual violations will be discussed in the Executive session later in this meeting.

Spring Newsletter: Jim said he would take the lead on formulating a spring newsletter. He said it would be in hard-copy form and mailed out to the community.

Yard Sale Dates: Jim said that he had a conversation with Margo Stockton-Gorra (yard sale coordinator) and she mentioned that it would take place in the fall of this year verses in spring and that there would only be one in 2023.

TING Fiber Internet: Jane stated that a representative from this company has been blowing-up her phone and e-mail. The representative stated to Jane that several homeowners within Lenox Place have contacted TING to inquire about getting internet service. The representative from TING wants Lenox Place to sign “ A Right of Entry” document to gain access to the property. According to Jane only two residents have made this request. Jim asked Jane to direct this request by TING to our attorney, Chadwick.

Landscape Policy: There was an in-depth discussion regarding the updated/revised landscape policy. The issue discussed concerned whether the Board was ready to vote to approve the document? It was decided to postpone the vote to another date.

VI. Old Business

Speed limit monitoring: Jane suggested a monthly/bi-monthly e-mail blast to residents to remind people to slow down within the community would be more effective than signage or hard-copy mailings.

Fence repairs/Road resurfacing: Jane said she is diligently working with 3-4 companies to get estimates/bids. She stated that it’s a busy time for these companies. It’s hard to get them on-site for an estimate. Kelly asked as to how long it would take to get estimates. Jane said it would take until the end of May, minimum?

VII. New Business

Lenox Place Website: Kelly brought up the subject of having the website updated? She mentioned that Virginia Crump is still listed on the site as the property manager. Jim and Jane said that Reed Varner has volunteered and is working to update the website. There was the issue of updating the welcome packet. Jane said the packet is being updated by her administrative assistant, she is working to get this completed.

Financial Motion: Jim made a motion that the Board instruct Capitol to move excess cash mentioned in the monthly financial statement from John Marshall Bank in the amount of \$23,795.80 to Morgan Stanley to be placed into the preferred savings account. Motion was seconded by Kelly. The motion passed by unanimous vote.

Tree trimming Walk Thru: Kelly mentioned an annual walk-thru will take place within the next week to assess the status of all the trees within the community. A discussion on this subject followed.

Landscape Policy: Kelly made a motion to approve the amendments to the landscape policy’s current draft. The motion was seconded by Jim. The motion passed by unanimous vote. Kelly will get the final draft to Jane for the final check by the attorney, Chadwick.

VIII. Executive Session (9:15pm)

Kelly made the motion to go into Executive session, seconded by Nick.

Discussion:

1. Aged Owner Balances.
2. Signage for trees (Do Not Climb)/Dogs on Leash.
3. Common ground usage by residents.

Leave Executive Session: Kelly made the motion to leave E.S., seconded by Nick. (9:30 pm.)

Jim forwarded a motion that he be reimbursed in the amount of \$554.50 to cover the cost of the Ten VISA gift cards that were given away as door prizes for the Special meeting held on April 19th, 2023. Motion was seconded by Nick. The motion passed by unanimous vote.

IX. Adjournment (9:33pm)

Kelly made the motion to adjourn the meeting, seconded by Nick. The motion passed by unanimous vote.