

**Lenox Place at Sunnyside Homeowners Association, Inc.**

**Board of Directors – Monthly Meeting**

**June 21<sup>st</sup>, 2023 7:00pm**

**Hybrid Meeting via Zoom Teleconference/In Person**

**Attendance**

**Directors**

Kelly Chambers, Vice President (2022-23)  
Sherwin Lee, Secretary (2022-23)  
Nick Nalli, Member at-large (2022-23)  
Curt Robinson, Treasurer (2022-23)  
Jim Rorke, President (2022-23)

**Residents**

Elizabeth Harling

**Special Guests**

Jamie Gernatt (APD)  
Victor Ignacio (ASD)

**Management**

Jane Houston (CPM)

---

**I. Call to Order**

Jim Rorke called the meeting to order at 7:06pm. Sherwin Lee made the motion to accept the agenda, which was seconded by Curt Robinson. The Board members (4) in attendance voted unanimously to accept/approve the agenda, motioned passed. (\*Note: Kelly Chambers was not present at the start of the meeting.)

**II. Resident Forum**

Elizabeth Harling was the only resident present at the meeting (via Zoom). She had no specific issue(s) to address/present to the attention of the Board members. She only wanted to listen in on the meeting proceedings.

**III. Approval of Meeting Minutes**

Nick motioned to approve the minutes for the March 15<sup>th</sup> meeting, which was seconded by Sherwin. The four present Board members voted unanimously to approve the March 15<sup>th</sup> meeting minutes.

**IV. Committee Reports**

- **Police Liasson:** Sargent Jamie Gernatt gave an update on the car break-in that occurred on May 22<sup>nd</sup> and the circumstances that led to the event. He said the keys being left in the vehicle led to an opportunity for the perpetrator. He had no knowledge as to if the vehicle was un-

locked? He mentioned that there were several other vehicles that there were tampered with. r He noted that there was also a petty larceny from a vehicle that was not located within Lenox Place on the same evening. The vehicles that were entered were un-locked. He reminded/stressed the importance of locking your vehicles. These events were crimes of opportunity. Sargent Gernatt stated that there was one other event that took place on the property. On May 28<sup>th</sup> an Amazon driver committed a hit and run, damaging a street sign. The responding officer filed a report for insurance claim purposes. A driver information exchange form was completed. Jim and Sargent Gernatt got into a brief discussion about suggestions he may have regarding security concerns/issues within the community. \*Note: A vehicle was stolen on June 19<sup>th</sup>. Victor Ignacio from the Sherriff's department gave a briefing/summary of his take on the Arlandria neighborhood as it concerns property security in the area. He reiterated Sargent Gernatt's suggestion to make sure that vehicles are locked and that valuables are removed/items are not in plain sight from the exterior.

- **Parking:** Jane said that there were no vehicles towed since the meeting in May

-**Landscaping:** Kelly said that she has been in contact with Robin Roberts about the landscaping committee meeting? She reminded Robin of the five-day rule notice in advance of holding the meeting. She mentioned that she hopes the meeting can be held sooner rather than later? Jim mentioned the J&L work proposal and the fact that we would need to prioritize the items listed due to the number of items listed exceeds the current approved budget.

- **Financial:** No committee/no report.

- **ARC:** Molly Perkins (ARC Chairperson) gave a report/briefing on ARC related items. She mentioned that the committee was conducting a meeting this Saturday (6/24) on the green on Courtland Circle. She said since the last Board meeting they have received five variance requests that are in the meeting packet. There was a discussion concerning the variance approval process. A discussion ensued between Molly, Curt, Jim & Jane that went on for several minutes.

## **V. Management Report**

The landscaping variance (\$4525.00) from 2022 will be adjusted when the audit is conducted. Curt mentioned an invoice from Leslie Lee for the first couple of months of 2023 that also included December 2022. He stated that December should be separated from 2023. Curt reiterated his need to have the year-to-date general ledger (monthly). He does not need the year-to-date income statement. Curt forwarded a motion to move excess funds (\$22,994.32) in the John Marshall operating checking account to the Morgan Stanley interest bearing reserve/savings account recommended by CPM financing. Nick seconded the motion. The vote was unanimously approved by all Board members (5). Curt stated that we have a couple CD's totaling about 200K that will mature on July 25<sup>th</sup> & 26<sup>th</sup>. He said that we should not add to the Morgan Stanley interest bearing savings account due to the FDIC limit of 250K.

1) Jane discussed correspondence between to and from residents.

- 3903 Charles Avenue: Complained that trees need to be trimmed (renters).
- 3811 Charles Avenue: Bush was removed at the base of steps. Wants to know if it will be replaced? Will discuss this issue with D&G.
- Amazon truck damaged a curbside tree on north Charles. There was a brief discussion on this subject/issue while viewing the video taken by a resident of north Charles.

## 2) Correspondence to and from Vendors.

There was an in-depth discussion regarding the servicing of the irrigation system by Community Services. The Board members are not satisfied with the lack of quality work performed by this vendor. Specifically, the missing back-flow part that is needed to get the system up and running.

- **PSE:** There was a discussion of the lighting system issues at the West Glebe Road entrance.
- **J&L:** Kelly stated that the committee has yet to meet to discuss the tree work needed in the community.
- **Paving & Fencing:** There was a discussion to prioritize what and when this work should be initiated? The Board discussed the possibility for training provided by Curt for members of the Board to understand the reserve funds/study that will be used to pay for these large capitol projects. It was decided that the training session would take place at Curt's house on Sunday July 9<sup>th</sup> at 3:00pm.
- **Fence Repairs:** Jane stated that McFence would be sending a work proposal to repair fences/gates that were discussed over the past several months. The handyman that she thought would be able to do the repairs has not responded. After she receives the McFence proposal she will forward to the Board.
- **Landscaping Policy:** The last page of the policy has to be finalized by the addition of the Board of directors names and signatures.
- **National Night Out:** Jim asked if a Board member was willing to volunteer to head-up the effort to find a vendor for the event. Sherwin suggested to get a quote from Mission BBQ. Jim said he would call a couple vendors to get quotes to begin the process. Curt agreed to help in the effort. Curt made the motion for LPAS to host a social event on National Night Out not to exceed \$2485.48 on August 1<sup>st</sup> beginning at 6:00pm. The motion was seconded by Kelly and approved by unanimous vote.
- **Gate Code Change:** This subject will be discussed in Executive Session.

## VI. Old Business

- **Play Ground Equipment Update:** Jane talked to someone at Play-World and someone visited the proposed area under discussion within Lenox Place. The representative stated that the area under consideration is not feasible in terms of size. The area is not large enough to

accommodate any commercial play-ground equipment. Only a small swing-set would fit in that area. He stated that the area would need to be levelled and graded before any equipment of any type could be installed.

- **AOI Update:** Jim inquired as to how the Board wanted to proceed considering we are only about one third of the way to the goal needed to amend the Articles of Incorporation. There was a discussion among the Board members on this subject in terms of how to get residents to vote on amending the AOI. He said the deadline is approaching fast with regard to the upcoming elections in the Fall. Jim stated that by August 1<sup>st</sup> (NNO) it will be too late for this calendar year to get this accomplished.

- **Community Landscape Services:** Jim made the motion to accept the work proposal to replace/install the back-glow device needed to get the irrigation system up and running in the amount of \$1504.00. The motion was seconded by Sherwin and passed unanimously.

## **VII. New Business (None)**

**July Meeting Date:** It was agreed that the next Board meeting would take place on Tuesday July 18<sup>th</sup> via Zoom.

## **VIII. Executive Session: (8:41pm)**

Nick made the motion to go into Executive Session, which was seconded by Sherwin and passed unanimously.

**Leave E.S. (9:11pm)** Curt made the motion to leave E.S. which was seconded by Kelly and passed unanimously.

### **Executive Session Discussion:**

- 1) Homeowner/Resident Spring Inspection Violations discussion.
- 2) Aged Owner Balances discussion.

## **IX. Adjournment: (9:15pm)**

Curt motioned to adjourn, which was seconded by Nick. The vote was unanimous to Adjourn.