



Inside Newington Station

Newington Community Association Monthly Newsletter November 2008

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PRESIDENT'S CORNER

By Kimberly Nagel

The seasons have changed and, so too, has the NCA Board. We are working hard to improve our community. Last month, I challenged all residents to look at their property to see where they could improve. I'm happy to say at the October NCA Board meeting the Board of Directors did the same and voted to resurface the tennis courts. This work will cost the community about \$15,000. For those of you who haven't been by there lately, more than 250 feet worth of cracks in the surface made it nearly impossible to play a tennis match. If you didn't know we have tennis courts, they are just off the pool parking lot.

I have set out three goals for this Board. 1) Improve Community Appearance; 2) Increase Community Involvement; and 3) Formalize Board and NCA Operating Procedures. In terms of the second goal, we still need volunteers, please contact the community manager to find out how you can help.

It is budget time in our community. A proposed 2009 budget can be found in this newsletter. The proposed budget calls for a 6.2% increase in Townhome dues and a 2.5% increase for Single Family Homes. I understand any increase may be difficult in the current economic climate. However, the Board has a responsibility to ensure the community can meet its obligations. To reduce the increase as much as possible, the Board voted to change trash companies to Con-Serv Industries, Inc. By accepting this new trash company, the Board reduced the annual trash bill by about \$20,000. Some other line items have increased. Part of this is due to contract increases, and part due to a new Virginia law which requires increased insurance coverage for NCA. The new requirement shows NCA is woefully underinsured, again another fixed cost. We also continue to be under the recommended reserve contributions for both the townhomes and common areas. The proposed budget has both reserve lines funded to the 75% mark.

The final 2009 budget will be voted on/approved at the November Board of Directors Meeting.

It'll be Halloween soon, so turn on your front light and pass out some candy to the kids.

Until next month...

NCA BOARD OF DIRECTORS' MEETINGS

Wednesday, November 5, 2008
Wednesday, December 3, 2008
Wednesday, January 7, 2009

Meetings start at 7pm - Pool
House and are open to all NCA
residents

Volunteers Needed

- Architectural Inspectors
- Recreation Committee

Contact the NCA Office for more
information at 703-455-3606.

NEWINGTON STATION DIRECTORY

<http://www.newingtoncommunity.org>

NCA COMMUNITY OFFICE

703-455-3606

Fax: 703-455-0013

Hours:

Monday 9:30 a.m. to 12:30 pm

Wednesday and Friday 10 a.m. to 3 p.m.

Tuesday and Thursday 9 a.m. to 1 p.m.

Community Managers:

Lori Randall, Rosemary Gil

Email: manager@newingtoncommunity.org

BOARD OF DIRECTORS

President - Kimberly Nagel (Aug '10) 703-919-2162

V. President - David Rundgren (Aug '10) 571-238-7916

Treasurer - Al Roy (Aug '10)

Secretary - Chip Catherine (Aug '09) 703-343-5487

Member - Roseanne McLafferty (Aug '11)

Member - Neil Oxendine (Aug '10)

Member - Rita Steele (Aug '11)

Member - Vacant

Member - Vacant

ARCHITECTURAL CONTROL COMMITTEE

Board Liaison - Rita Steele

NEIGHBORHOOD WATCH

Liaison—TBN

PLANNING AND DEVELOPMENT

Chair—Lou Tobat

RECREATION COMMITTEE

Chair - TBN

Liaison—Neil Oxendine

MAINTENANCE COMMITTEE

Al Roy (lawns, trees, paths and tot lots)

Neil Oxendine (streets)

Chip Catherine (pool, ballfield, lights) 703-343-5487

WELCOMING COMMITTEE

Liaison - Roseanne McLafferty

USEFUL TELEPHONE NUMBERS

Emergency 911
Non-Emergency (Police & Fire) 703-691-2131
American Disposal Services 703-368-0500
Animal Control/Shelter 703-830-1110
Cox Cable 703-378-8422
Domestic Violence Hotline 800-838-8238
Dominion Towing 703-730-1177
Dominion Virginia Power 1-888-667-3000
Fairfax Connector 703-339-7200

www.fairfaxconnector.com

Fairfax County www.fairfaxcounty.gov

Fairfax County Housing Authority

Selena Davis 703-704-6758

Fairfax County Storm Water

Management (not State streets) 703-934-2800

Fairfax Water 703-698-5600

Key Middle School 703-313-3900

Lee High School 703-924-8300

Lorton Fire and Rescue 703-339-5141

Lorton Landfill 703-690-1703

Poison Control 202-625-3333

Pool (emergencies only) 703-455-9873

Saratoga Elementary School 703-440-2600

Streetlights 1-888-667-3000

Summit Management (previously known as Kim,

Conway and Associates) 703-360-0904

Supervisor Gerald Hyland 703-780-7518

Virginia Highway Department

(Snow—State Roads Only) 703-339-5556

Virginia Railway Express 1-800-RIDE VRE

Voter Information 703-222-0776

West Springfield District Police 703-644-7377

Zoning Office (Barking Dog Complaints)

Mon.-Fri., 8am—4:30 pm 703-324-1300

Newsletter Distributors

Kathy Anderson	Monica Ferris	Liz Pelletier
Amanda Baird	Peggy Fields	Lori Randall
—	Pam Gross	Roche Family
Karen Chauvin	Arthur Kanakis	Mike Smith
Gladys Diaz	William & Mary Loy	Spinelli Family
Robbie Douthwaite	Heather Neimeyer	Regina Watson
Sarah Douthwaite	Coordinator - Cheryl Austin	

**December Newsletter Deadline:
November 15, 2008**

**NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING –
October 1, 2008
Proposed Minutes of the Meeting**

Meeting started at 7:00 pm. President Kimberly Nagel presided. Board members in attendance included Vice President Chip Catherine, Treasurer Al Roy, Director Neil Oxendine, Director Dave Rundgren, Director Roseanne McLafferty and Director Rita Steele.

VOTE OF CONFIDENCE

Because elections were handled on an emergency basis, as a result of the resignation of John Nolan from the NCA Board of Directors, President Nagel asked the Board to confirm their confidence in her acceptance of the position as President and consequential election. Director Oxendine made a motion to confirm Kimberly Nagel as President of NCA. Vice President Catherine seconded the motion. Vote: 6 yes, 1 abstain.

PRESIDENT'S COMMENTS

President Nagel stated that she had three goals as being President. She wants to improve the appearance of the community, get more community involvement, and formalize Board and operating procedures. President Nagel expressed her concern with the tone of emails sent between Board members. As all Board members are volunteers, everyone should be treated with respect. President Nagel plans to develop a Code of Conduct that would be looked at by the general counsel. The policy would address disruptions at the Board meetings, inappropriate language and possible disciplinary actions to maintain control of the meetings.

APPROVAL OF MINUTES

Director McLafferty made a motion to accept the minutes of the August 21, 2008, Meeting for the Election of Officers. Director Steele seconded the motion. Vote: 7 yes.

Director Steele made a motion to accept the minutes of the September 3, 2008, Monthly Board Meeting. Vice President Catherine seconded the motion. Vote: 6 yes, 1 abstain.

Vice President Catherine made a motion to accept the minutes of the September 7, 2008, Meeting for the Election of Officers. Director Steele seconded the motion. Vote: 6 yes, 1 abstain.

HEARINGS AND APPEALS

President Nagel made a statement to the audience that anyone who was in attendance for a hearing would

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be allowed a certain amount of time to address the Board. The Board would not make a decision on the hearing until after Executive Session. Anyone in attendance was welcome to stay for all or part of the meeting.

Lot 500, 555, 548 and 126 were scheduled for a hearing. No one was in attendance from these lots. Lot 549 was in attendance. He stated that his grass had gotten too long because of his increased work requirements as a police officer. He apologized and said it wouldn't happen again. A board member thanked him for attending.

COMMUNITY FORUM

Mr. Lou Tobat, Chairman of the Planning and Development Committee, stated that 6300 people were no longer being moved to Ft. Belvoir's Engineering Proving Grounds. This will have a positive impact on our area. The construction of the continuation of the Fairfax County Parkway is progressing quickly.

Stephanie Curb, a resident in the community, who works for the community office, introduced herself to the Board.

....Continued on Page 6

Save the Date!



NCA's Annual Holiday Party!

Date: December 12, 2008

Time: 7:00pm-8:30pm

Location: Saratoga Elementary School

Volunteers Needed!!

This event has been a success in the past because of all the wonderful volunteers. We need your help with set up/clean up, face painting, pictures, baking, etc. This is a great way to get to you know your neighbors and be involved in the community!

******If you are interested in volunteering for this event, please contact Karyn Schneider at 703-455-1558 ******

Country Living on Brandeis Way



*please share your favorite photos in
Newington Station - email
manager@newingtoncommunity.org*

NCA POLICY UPDATES

The trash policy has been updated ~ the earliest the trash and recycling can be put out the night before pick up is 5:00 p.m. (formerly 6:00 p.m.) - please refer to page 8 for the complete policy.

The towing policy has been updated ~ the time that commercial vehicles can park on NCA streets has been extended until 11:00 p.m. - please refer to the NCA website for the full policy.



**Pam Boe, CRS
703-503-1888**



Call Pam Boe 703-503-1888

Pam Boe's Newington Station Update

Available for Sale:

Seven 3-level townhomes with list prices ranging from \$239,900 to \$406,900

Three 2-level townhomes with list prices ranging from \$194,900 to \$229,900

One single-family home listed at \$480,000

Under Contract:

Five 3-level townhomes listed from \$199,900 to \$294,900

For Rent:

Two townhomes listed for \$1,200/month and \$1,650/month

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NCA WEBSITE

www.newingtoncommunity.org

- Latest information and community news
- Updated policies, rules and regulations
- Forms

Don't forget to sign up for the NCA distribution list for important community updates (email: announcement@newingtoncommunity.org)

REMINDERS



Drive Slowly—please obey speed limit—children at play.



Remember to turn on your front porch lights on each evening for safety.

ELECTION OF OFFICER – SECRETARY

Currently there is a vacancy for Secretary on the Board. As no Board members were willing to fill this vacancy, Vice President Catherine offered to step down to fill the position of Secretary, vacating the Vice President slot, which he believed would be more readily filled. Director Rundgren stated he would fill the Vice President slot. Treasurer Roy made a motion to have Dave Rundgren serve as Vice President and Chip Catherine serve as Secretary of the Board of Directors. Director Oxendine seconded the motion.

REPORTS

EMAIL VOTES THAT OCCURRED SINCE LAST MEETING

Vote to accept the 2006/2007 financial audit. Vote: 6 yes, 0 no.

Lot 61 had a Probable Cause vote for an architectural violation. Vote: 5 yes, 0 no.

Lot 51 had a Probable Cause Vote for an architectural violation. Vote: 4 yes, 0 no.

Lot 548 had a Probable Cause vote for an architectural violation. Vote: 6 yes, 0 no.

FINANCE

Treasurer Roy informed the Board that the budget has taken precedent over the past month. Last month there was discussion about the deferred assessments in the monthly financial statements. This is money that is left over at the end of the year as net income. HOA's are supposed to be "break even", not profitable, and if it is not deferred or rolled into next year, NCA would be subjected to higher taxes.

NCA's financial management company uses RCB bank for the NCA checking account. This is a non-interest bearing account that has on average \$100,000 in balances each month. Treasurer Roy has looked into money markets that could be run in parallel with the checking account that have interest rates of 2.9 to 3.5%. There is a limit of six to eight transfers each month. The NCA Accountant has said she is not a signatory on the accounts and could not move the funds. Treasurer Roy stated that if FDIC increases the insurance level on deposit accounts, the high balances are not at risk.

President Nagel asked for a report on assessment delinquencies next month.

A Board member expressed concerns with how much of an increase is stated in the proposed 2009 budget that the Board reviewed. She said these are hard economic times and the Board should take that

into consideration. There was lengthy discussion about specific line items in the budget including recreation, welcoming, painting and reserve planning. The Board would hold another separate Board meeting before October 15th to finalize the proposed budget to be presented to the community in the November newsletter. President Nagel will coordinate everyone's availability for that meeting.

A \$100,000 T-bill matures on 10/15/08. Treasurer made a motion to renew the T-bill for three years and reinvest the gains into a money market fund that meets the guidelines of the bylaws. Vice President Rundgren seconded the motion. Vote: 7 yes.

Secretary Catherine made a motion to write off \$1,119.31 in unrecoverable assessment debt. Director Oxendine seconded the motion. Vote: 7 yes.

ARCHITECTURAL CONTROL

Director Steele reported on the Architectural Control Committee. She has reviewed three Exterior Project Requests and eight complaints on architectural violations. Three letters were sent for architectural violations. Director Steele has some volunteers willing to help review the community for architectural violations.

Director Steele reviewed with the Board her recommended changes to the Door Hanger Policy. After discussion about the policy, revised door hangers and the availability of someone to put door hangers out, it was stated that there was no need to change the Door Hanger policy for now.

MAINTENANCE

Pool – There was discussion about the 2009 contract with Dominion Aquatics which generated questions about including the \$940 per weekend expense in the budget for next year. Discussion included not just the contractor's expenses but the utility costs as well. The Community Manager (CM) will find out if the decision to open the pool for weekends before or after the regular season can be made on a week to week basis.

Common Grounds - \$7500 is budgeted to perform common grounds improvements. To date only \$200 has been spent. President Nagel recommends two items from the grounds contractor's proposal be approved, a landscaped bed on Matisse Way and turf renovation in multiple spots in the community for a total of \$7500. Treasurer Roy made a motion to implement these

.... Continued on Page 7

From Meeting Minutes on Page 6

two projects. Director Steele seconded it. Vote: 7 yes. The CM was asked to confirm that the fall is a good time of year to start these projects.

Streets – Director Oxendine provided a status of the report from NCA’s engineers. Before providing a plan for maintenance of all NCA streets, the engineers would need to do test hole excavation to ascertain the depth and composition of the streets. The engineers reports states the test holes throughout the community would cost between \$7,000 and \$12,000 (25 to 50 holes) depending on the number of excavations. Additionally there would be costs associated with the engineer’s oversight of the project and repair/maintenance recommendation.

Tennis Courts – The CM provided the Board with a summary of the two quotes to repair the crack in the tennis courts. Prices range from \$64,820 to \$10,880. This repair would be paid from reserve funds. One quote is five months old and the other more current. Director Steele had an opportunity to thoroughly compare the two quotes and felt one contractor was a better offer than the other. Director Steele made a motion to accept Bishop’s Tennis repair bid at \$14,840 with a three year warranty on the condition that two favorable references were obtained and that the quote has not changed since April. Secretary Catherine seconded the motion. Vote: 7 yes. The CM was also asked to find out how late into the season the repair could be done.

Trees – Treasurer Roy stated his pleasure with the crown reduction and limb removal on the tree on Brandeis. He agreed it was the right decision by the Board. The CM presented a quote to the Board to have a tree in the woods dropped. It is very large, dead and leaning over a community path. Director Steele made a motion to spend \$825 to have the tree dropped. Secretary Catherine seconded the motion. Vote: 7 yes.

COMMUNITY MANAGER

By request, the CM provided a detailed report to the Board of the number of emails, letters, phone calls and other actions, by subject, performed in the community office for September. All the CM’s tasks from the previous meeting were addressed with their current status. A board member asked the purpose of the report. There was concern that the Board did not know what the Community Manager did with her time. Another Board member asked if she would be willing to work a full time schedule. The CM stated she will not. While the Board appreciated the

extensive report, they agreed the amount of time to produce such a report was unnecessary and a quick highlight of major topics would suffice.

OLD BUSINESS

2009 Trash Contract Bids – The CM provided the Board with a summary of all bids received for the trash contract. AAA, Conserve Industries Inc, VHI and American Disposal (existing contractor) all submitted bids. Quotes ranged from \$10,000 per month to \$14,000 per month. Of the four, CSI provided the best value and similar service to NCA’s existing service. The CM was asked to confirm Christmas tree pick up, tot lot garbage pick up and holiday pick up schedule. Treasurer Roy made a motion to accept CSI’s proposal pending the positive outcome of the previous items. Director Oxendine seconded the motion. Vote: 7 yes.

President Nagel asked the CM to send a letter to American Disposal by October 3rd to meet the 90 day termination clause of the existing contract.

"Street Light on Lodge" A resident recommends getting the county to put a street light on Lodge Court across from Marconi. This request has been reviewed by a resident, John Nagel, with security lighting experience and Secretary Catherine. They took meter readings and it is a very dark area. There are a lot of outstanding questions on this matter and more research is needed. John said a Dominion Power contact would be helpful. Someone asked if the County Board of Supervisors could help. The CM stated she had an email from the Supervisors regarding some grant money and would forward it to Secretary Catherine if it included use for lighting.

A list of Board responsibilities were presented to the Board. There was discussion about the open slots. Treasurer Roy stated he would keep the common grounds responsibilities.

Vice President Rundgren stated he would like to see a bilingual newsletter. The cost to add one two sided page to the newsletter is approximately \$50 per month. He hoped the translations could be done by volunteers.

NEW BUSINESS

Welcoming Committee – Director McLafferty stated she would continue to run the Welcoming Committee and it was agreed a small \$50 line should be added to the budget for next year.

Email Voting Procedures – President Nagel made modifications to the existing email voting procedures because they prohibited the President

...Continued on Page 9

Newington Community Association

Trash Policy

Revised 9/3/08

Responsibility

Each homeowner retains full responsibility for any waste they put out for collection until the contractor accepts it. If the contractor rejects a homeowner's waste, the homeowner remains fully responsible for its removal. If the rejected waste is on common ground, the homeowner must reclaim, recover or otherwise remove all such waste from common ground by 10:00 P.M. of that same trash day. If rejected waste remains on common ground by morning of the day following trash collection day, NCA may remove the rejected waste at the expense of the homeowner. In addition to the actual expense, a special assessment will also apply with violations of this section as with violations of any section (see Non-compliance section below).

Timing

Days. Trash collection days are Tuesdays and Fridays.

Times. Trash may be put out no earlier than 5:00 P. M. of the day before trash collection day and no later than 6:00 A. M. on trash day.

Holidays

Trash will *not* be picked up *and must not be put out* on any of these holidays: New Year's Day, Christmas Day, or Thanksgiving Day. If the normal trash pickup day falls on one of these days, the next pickup will not occur until the next scheduled pickup day.

Christmas trees will be picked up *only* on the second collection day (*Friday*) during the first two weeks in January.

Unacceptable

The contractor will not accept any waste that fails to meet the terms of the waste removal contract. Residents are responsible for knowing what the contractor will not accept. The following is a partial list of items the contractor will reject:

1. Trash not properly secured, not tied in plastic bags, or not in standard trash cans will be rejected.
2. Containers, bundles or objects weighing more than 35 pounds or longer than 4 feet in length will be rejected.
3. Bulk materials such as construction/remodeling waste will be rejected EXCEPT by prearranged special pickup. (Examples: lumber, carpet, wallboard, floor tiles, etc.)
4. Paint cans will be rejected unless they are open and all the paint is dried out.
5. Brush and limbs will be rejected unless cut into lengths of 4-feet (or less) and tied with rope or twine in arm-full size bundles weighing 35 pounds or less.
6. The contractor will reject rocks, concrete, dirt, soil, sod, tree stumps, paint, motor oil, construction trash, combustibles, toxic or hazardous wastes, or any other material excluded from the disposal site, or any applicable state or federal law, as being hazardous or toxic. If homeowners mix these items with regular household and garden waste, all such waste will be rejected.

Special Pickups

The contractor will do special pickups for items not covered under the contract for a fee that must be paid by the homeowner if the following rules are followed. (If the homeowner fails to follow these rules and the Association is billed as a result, the Association will bill the homeowner for the entire amount plus a \$50 special assessment.)

... Continued on Page 10

from voting. Previously the President only voted if there was a tie. The procedure would be amended so that the President voted and a tie was considered a failed motion and the issue could be put back on the next agenda. Treasurer Roy made a motion to accept the revisions. Director Steele seconded the motion. Vote: 7 yes.

Towing – Director McLafferty asked the Board to reconsider the existing towing policy. Director McLafferty made a motion that cars in their assigned parking spaces with expired tags not be towed. Treasurer Roy seconded the motion. There was discussion that the current policy gives residents plenty of time to renew tags and that residents will then put vehicles with expired tags in parking spaces and use up visitor spots for properly tagged vehicles. Vote: 2 yes, 5 no. Motion failed.

At 10:17 pm, Secretary Catherine made a motion to adjourn to Executive Session to discuss hearings. Director Steele seconded the motion. Vote: 7 yes. At 10:20 pm, Treasurer Roy made a motion to return to Open Session. Vice President Rundgren seconded the motion. Vote: 7 yes.

Regarding Lot 500, Director McLafferty made a motion to waive any assessment for a trash violation. Treasurer Roy seconded the motion. Vote: 7 yes.

Regarding Lot 555, Treasurer Roy made a motion to assess the owner \$50 for the trash violation. Director Oxendine seconded the motion. Vote: 6 yes, 1 no.

Regarding Lot 548, Treasurer Roy made a motion to waive any assessment for a trash violation. Director Rundgren seconded the motion. Vote: 7 yes.

Regarding Lot 126, Director Oxendine made a motion that the probable cause was not warranted and therefore no assessment should be considered. Treasurer Roy seconded the motion. Vote 6 yes, 1 abstain.

Regarding Lot 549, Director Oxendine made a motion to assess the owner \$50 for the grass violation. Treasurer Roy seconded the motion. Vote: 6 yes, 1 no.

At 10:32 pm, a motion was made to adjourn to Executive Session to discuss personnel matters. Vote: 7 yes.

There was a motion to adjourn the meeting at 11 pm. Vote: 7 yes.

NEXT MEETING: Wednesday, November 5 at 7:00 p.m. - NCA Pool House. All NCA residents welcome.



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Newington Community Association Trash Policy (continued)

Special Pickups (continued)

1. Appliances (white goods) will be picked up *only if*:
 - a. a) The homeowner calls the contractor's office 24 hours in advance of pickup.
 - b. b) Put out on the second collection day (*Thursday*).
 - c. c) The homeowner agrees to pay a special fee for pickup (usually \$25 but can be up to \$70 for larger items such as a refrigerator)
 - d. d) Refrigerators *must* display a red-tag from a qualified technician certifying that the refrigerator is freon-free.
2. Bulk materials (e.g. furniture, lumber, carpet, wallboard, floor tiles, etc.) will be picked up *only if*:
 - a. The homeowner calls the contractor's office 24 hours in advance of pickup.
 - b. Put out on the second collection day (*Friday*).
 - c. The homeowner agrees to pay a special fee for pickup. The fee will depend entirely upon the amount of bulk materials.

Alternatives

Homeowners with waste not accepted by the contractor may use one of the following alternatives:

1. Contact Fairfax County Sanitation Department at 703-324-5068 for information about proper disposal of these items.
2. Call the contractor for a special estimate for removal of rejected waste.
3. Take waste not accepted by the contractor directly to one of the Fairfax County landfill areas. The addresses are:

9850 Furnace Road	- or -	I-66 Transfer Station
Lorton, Va.		4618 West Oak Road
703-690-1703		Fairfax, VA
		703-631-1179

4. Hire third-party haulers (e.g. Miller and Sons, 703-444-0319) to remove rejected/unacceptable waste. Note: It should be understood that Miller & Sons is offered as an example only; no endorsement is implied or should be inferred.

Recycling

Day. Tuesday is recycling day.

Times. Recycling must be put no earlier than 5:00 P.M. on the day before recycling day and no later than 6:00 A.M. on recycling day.

Recyclables: Newspapers and magazines must be bundled in paper grocery bags or tied with heavy twine. Glass, aluminum and ferrous metal cans and plastics should be rinsed out and placed in the recycling bins provided by the trash contractor or cardboard boxes. Note: Cardboard is NOT a recyclable item – put it with trash to be picked-up.

Reminder

Trash, trash containers, or recycling bins may not be stored in the front of any house.





Non-compliance

The Newington Community Association takes a very strict view of violations of this policy. No other policy violation has such a direct and extremely negative effect on our community's prospects for health, safety, quality of life, and property values. As a result, any violations of this policy will almost certainly result in a special assessment. In addition, the Association will bill the homeowner responsible for any special collection services required to remove the offensive waste.

* * * * *

Newington Community Association

November 2008

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2 DAYLIGHT SAVINGS TIME 	3 STUDENT HOLIDAY - No School	4 Trash & recycling pickup STUDENT HOLIDAY & ELECTION DAY - No School 	5 Yard Debris pickup* 7:00 pm NCA Board Meeting (pool house)**	6 White Goods Removal ¹	7 Trash & bulk pickup	8
9	10	11 Trash & recycling pickup 	12 Yard Debris pickup*	13 White Goods Removal ¹	14 Trash & bulk pickup	15
16	17	18 Trash & recycling pickup	19 Yard Debris pickup*	20 White Goods Removal ¹	21 Trash & bulk pickup	22
23	24	25 Trash & recycling pickup	26 Yard Debris pickup* Students Released 2 Hours Early	27 White Goods Removal ¹ THANKSGIVING HOLIDAY - No School 	28 Trash & bulk pickup THANKSGIVING HOLIDAY - No School	29
						30

**** Board meetings are open to all NCA residents.**

**** For Single Family Homes Only**

¹Contact American Disposal Customer Service at 703-368-0500 24 hours in advance of pick-up

Account	Description	Column1	2008 Budget	% Change 08 to 09	\$ Change 08 to 09	2009 Budget
OPERATING EXPENSES:						
Swimming Pool Expenditure						
07110	Contract - Pool		\$48,000.00	9.0	\$4,300.00	\$52,300.00
07130	Supplies & Exp. - Pool/Rec		\$2,000.00	0.0	\$0.00	\$2,000.00
07170	Utilities-Electricity-Pool/Re		\$5,000.00	10.0	\$500.00	\$5,500.00
07180	Utilities-Telephone-Pool/Rec		\$550.00	-18.2	-\$100.00	\$450.00
07190	Utilities-Water-Pool/Rec		\$2,650.00	13.2	\$350.00	\$3,000.00
	Swimming Pool Expenditures		\$58,200.00			\$63,250.00
Common Area Maintenance						
TBD	Grounds Maintenance Contract		\$101,515.00	0.0	\$0.00	\$101,515.00
07220	Common Grounds Improvement		\$7,500.00	0.0	\$0.00	\$7,500.00
07290	Materials/Supplies		\$200.00	0.0	\$0.00	\$200.00
07310	New/Replacement Trees & Shrub		\$2,500.00	0.0	\$0.00	\$2,500.00
07360	Storage Lot Lighting		\$550.00	0.0	\$0.00	\$550.00
07370	Tree Maintenance/Labor		\$18,000.00	8.3	\$1,500.00	\$19,500.00
	Common Area Maintenance		\$130,265.00			\$131,765.00
Street Lts/Snow Rem/Trash						
07410	Private Trash Hauling service		\$2,250.00	-11.1	-\$250.00	\$2,000.00
07420	Snow Removal		\$6,250.00	0.0	\$0.00	\$6,250.00
07430	Street Lighting		\$15,000.00	0.0	\$0.00	\$15,000.00
	Curb Painting		\$0.00		\$7,500.00	\$7,500.00
07440	Trash Clean up Day		\$200.00	25.0	\$50.00	\$250.00
07450	Trash Collection		\$141,000.00	-11.3	-\$16,000.00	\$125,000.00
07460	Trash-Kids Pick Up		\$100.00	0.0	\$0.00	\$100.00
	Street Lts/Snow Rem/Trash		\$164,800.00			\$156,100.00
Committee Expenses						
07510	Architectural Control: Expenses		\$150.00	-66.7	-\$100.00	\$50.00
07515	Architectural Control: Inspections		\$1,000.00	0.0	\$0.00	\$1,000.00
07520	Publicity: Newsletter Printing		\$4,000.00	0.0	\$0.00	\$4,000.00
07525	Publicity: Newsletter Typing/ web maintain		\$2,400.00	4.2	\$100.00	\$2,500.00
	Welcoming		\$0.00		\$50.00	\$50.00
07550	Recreation: Activities		\$1,700.00	-11.8	-\$200.00	\$1,500.00
07570	Recreation: Youth Activities		\$500.00	0.0	\$0.00	\$500.00
	Committee Expenses		\$9,750.00			\$9,600.00

Account	Description	Column1	2008 Budget	% Change 08 to 09	\$ Change 08 to 09	2009 Budget
Administration Expenses						
07603	Accounting & Bookkeeping		\$14,700.00	4.9	\$720.00	\$15,420.00
07605	ADP Service		\$2,030.00	0.0	\$0.00	\$2,030.00
07607	Assistant Community Managers		\$7,500.00	0.0	\$0.00	\$7,500.00
07610	Audit & Tax Preparation		\$2,500.00	0.0	\$0.00	\$2,500.00
07612	Bad Debt Expense		\$0.00	0.0	\$0.00	\$0.00
07615	Bank Service Charges		\$115.00	30.4	\$35.00	\$150.00
07620	Community Manager		\$20,000.00	0.0	\$0.00	\$20,000.00
07625	Delinquency Processing		\$0.00	0.0	\$7,000.00	\$7,000.00
07630	Insurance and Bonds		\$9,785.00	43.1	\$4,215.00	\$14,000.00
07632	Internet Service		\$600.00	16.7	\$100.00	\$700.00
07640	Collections Attorney		\$20,000.00	25.0	\$5,000.00	\$25,000.00
TBD	General Counsel		\$2,000.00	200.0	\$4,000.00	\$6,000.00
07650	Mileage Reimbursement		\$426.00	-0.2	-\$1.00	\$425.00
07652	quarterly invoices		\$0.00		\$5,000.00	\$5,000.00
07655	NCA Annual Board Reg in VA		\$25.00	900.0	\$225.00	\$250.00
07660	Office Equipment & expenses		\$1,000.00	-50.0	-\$500.00	\$500.00
07662	Office Mailings/Postage (Summit)		\$2,000.00	0.0	\$0.00	\$2,000.00
07664	security systems		\$0.00	0.0	\$0.00	\$0.00
07665	Office Security Sys Monitoring		\$325.00	0.0	\$0.00	\$325.00
07667	Office & Web Page Supplies/Ex		\$1,000.00	100.0	\$1,000.00	\$2,000.00
07670	P.O. Box		\$70.00	0.0	\$0.00	\$70.00
07672	Postage (office)		\$1,300.00	92.3	\$1,200.00	\$2,500.00
07674	Printing (office)		\$1,000.00	-50.0	-\$500.00	\$500.00
07675	Rent-Meeting Room		\$50.00	0.0	\$0.00	\$50.00
07677	Returned Checks		\$150.00	-33.3	-\$50.00	\$100.00
07680	Taxes - Income		\$3,800.00	-26.3	-\$1,000.00	\$2,800.00
07683	Taxes - Other		\$50.00	1000.0	\$500.00	\$550.00
07685	Taxes - Payroll		\$1,850.00	8.1	\$150.00	\$2,000.00
07687	Taxes - Unemployment		\$50.00	0.0	\$0.00	\$50.00
07690	Telephone (office and cell)		\$1,400.00	0.0	\$0.00	\$1,400.00
	Administration Expenses		\$93,726.00			\$120,820.00
	TOTAL OPERATING EXPENSES		\$456,741.00	5.4	\$24,794.00	\$481,535.00

Account	Description	Column1	2008 Budget	% Change 08 to 09	\$ Change 08 to 09	2009 Budget
RESERVES	Column1	Column2	Column3	Column4	Column5	Column9
Contributions						
08000	Common Area Reserve Contribution		\$30,011.52			\$34,542.48
08005	609 Residences (quarterly) Street/Curb Reserve Contribution		\$12.32	15.1	\$1.86	\$14.18
	524 Town homes (quarterly)		\$23.86	22.0	\$5.26	\$29.12
08010	Interest Contribution		\$0.00			\$0.00
	Reserve Contribution		\$80,022.08			\$95,578.00
INCOME:						
06000	Assessment Income		\$528,263.08			\$558,613.00
	524 Town homes (quarterly)		\$221.19	6.2	\$13.69	\$234.88
	85 Single Family Homes (quarterly)		\$190.17	2.6	\$4.85	\$195.02
06210	Late Fees		\$0.00	0.0	\$7,000.00	\$7,000.00
06212	Legal Fee Reimbursement		\$5,000.00	0.0	\$0.00	\$5,000.00
06220	Miscellaneous Income		\$0.00	0.0	\$3,000.00	\$3,000.00
06235	Newsletter Ad Income		\$600.00	0.0	\$0.00	\$600.00
06254	Pool Fees		\$2,000.00	0.0	\$0.00	\$2,000.00
06280	Storage Lot Fees		\$900.00	0.0	\$0.00	\$900.00
06400	Interest Income		\$0.00	0.0	\$0.00	\$0.00
	Total Income		\$536,763.08			\$577,113.00

Column1	Column2	Column3	Column4	SFH	TH
Total Operating Expenses		\$481,535.00			
- Other Income		\$18,500.00			
- Street Lighting/curb painting		\$22,500.00			
Common Operating Expenses		\$440,535.00	divided by	609	\$723.37
				Total NCA residences	Annual Common Operating Expenses per Residence
Quarterly Common Operating Expenses per Residence		\$180.84			\$180.84
Quarterly Common Area reserve contributions (total NCA residences)		\$14.18			\$14.18
Quarterly Street/Curb reserve contribution (TH only)		n/a			\$29.12
Quarterly street lighting/curb painting (TH only)		n/a			\$10.73
Proposed Quarterly assessment		\$195.02			\$234.88