

NCA BOARD OF DIRECTORS' PROPOSED MEETING MINUTES

May 8, 2007

NCA Meeting Room — Pool House

Meeting started at 7:00 pm. President Woodrow Dick presided. Board members in attendance included Treasurer John Nagel, Director John Nolan, and Vice President Liz Carroll. Secretary Al Roy and Director Chip Catherine were not in attendance.

HEARINGS AND APPEALS

A resident was in attendance for a hearing regarding the bags of soil that were behind his fence. He stated that he thought the bags were his neighbors and were moved after the first letter. When he received the second letter, his neighbor told him that the soil and seed were left by a company that had done some ground repair work. President Dick thanked him for coming. He said that the Board would discuss his situation in Executive Session and come back to open session at the end of the meeting to vote on it.

A second resident was in attendance for a hearing on his trash violation. He stated that he never takes the trash out early. He has been living here for 20 years and he believes in cleanliness. He stated the winds have been a problem.

COMMUNITY FORUM

A resident stated that there is always mail flying around when the wind picks up. He also wanted to make the Board aware of his concerns about people going the wrong way on one way streets. Board members agree that this is occurring on other streets as well. It was mentioned that the signs are not obvious. He also mentioned there is a child that has moved in to a home on Moline that steals from other people's front yards and he witnessed him urinating in the street.

A resident thanked the Board for the work they do.

Another resident asked if there was a plan for dealing with some bare grounds on common areas. President Dick stated that the board member responsible for the common grounds was not in attendance but that there is a plan. The Community

Manager mentioned that our grounds contractor has provided NCA a map of the community that is available in the office. The map shows areas of common ground with strong turf, areas that could be improved upon and areas where grass shouldn't be expected to grow.

John Nolan wanted to recognize some individuals in our community that he sees cleaning trash from NCA property on a frequent basis. Thank you to Mike Williams, Mary Loy and Abdul Berlas for their hard work. Another resident said that Leo and Al on Moline were frequently seen doing the same thing and should be recognized.

APPROVAL OF MINUTES

Director Nolan made a motion to accept minutes of the April 10, 2007, Board of Directors meeting. Vice President Carroll seconded the motion. Vote: 3 (yes) – 1 (abstain).

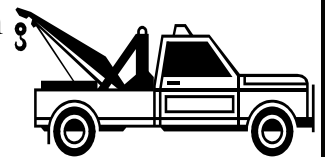
PRESIDENT'S COMMENTS

President Dick was pleased to see people attending the NCA Clean Up Day. He thanked Vice President Carroll for organizing the event. He saw a lot get done. He had people approach him about being on the board. He intends to follow up with them and will hopefully have an additional board member soon.

Newington Station is improving and people are showing pride in their properties. He mentioned it would be nice to see hang tags thanking people for making their homes look nice. Some areas of the community still need a lot of work. If residents don't clean up, NCA won't attract new people with the same values.

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Towing is enforced on
NCA
Private Streets



- * Never park on a yellow curb or double park.
- * Commercial vehicles are prohibited.
- * Vehicles must be in running condition and display current safety inspections and registrations.

GENERAL

Policy on Assessment of Charges – President Dick stated that he was not ready to discuss this agenda item. He thought he would have a draft policy to present to the Board but it has taken longer than he thought. In summary, he doesn't think our current rules assessment policies address procedure from start to finish of a violation. He will finish it and present to the Board shortly.

HEARINGS AND APPEALS

A resident showed up to attend a hearing on his trash violation. He said that he had been to the emergency room that week and doesn't remember if he put it out early or not.

GENERAL

Community Yard Sale - The CM let the Board know that as of the meeting there were only 4 residents signed up. She will put signs out to remind people to sign up. If there aren't at least 12 residents signed up, it won't be worth having it. A board member mentioned that we could put signs on the mailboxes.

Community Parking District – The petition to get the North side of the community designated a Community Parking District has been completed. The forms and fee have been sent back to Supervisor Hyland's office for processing. The petition for the South side of the community has not been completed. There are specific houses that need to sign. President Dick said people don't have any problems signing, the problem is many people aren't at home to get signatures from. He stated that if we don't get this complete, the problem will be that boats and trailers from Northumberland will now park on Delong.

BOD meetings – It is undecided if the Board meetings will move back to Wednesdays or not. The change was made to accommodate Secretary Roy, but he was unable to attend tonight's meeting.

Office Insulation – The contractor that built the office has had insulation blown into the walls. The holes were patched but the paint used doesn't match the old color. The CM will follow up on this matter. A Fairfax County inspector told the CM that they will not come out and do a re-inspection. If we believe a code violation exists we can have them come out to inspect that violation. She believed that insulation was not

required by code for a commercial building but would call back on that question. If this is true, President Dick said that there probably wasn't any gross negligence on the part of the contractor.

Neighborhood Watch – Treasurer Nagel attended the West Springfield District neighborhood watch meeting. The reports provided showed many police calls coming from Moline but mostly just suspicious behavior. President Dick said this was a good sign that people were calling. Treasurer Nagel was asked if the crime reports were electronic. At this time, they can only be picked up at the meetings. Treasurer Nagel offered to organize a Neighborhood Watch training session. We could pick a date and advertise in the newsletter. If even a few people were interested it would be beneficial.

COMMON GROUNDS

Clean Up Day – Vice President Carroll stated that 20 people had signed up. Everyone stopped in for their donuts and waters. There was a huge pile of trash pulled from the woods. The CM will give small gifts to the volunteers.

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Tree work – Between the April and May board meeting the Board was asked to vote on removing deadwood from pine trees located on common grounds on Finlay Court at a cost of \$750. The vote was 6 (yes) – 0 (no). The resident closest to this property has now asked if she can remove the pine trees at her expense. The Board would like Secretary Roy to look at the situation and give feedback to the Board. The CM asked the Board if she should cancel the deadwood removal. The Board agreed that it was a separate issue and the work request shouldn't be cancelled.

Between the April and May board meeting the Board was asked to vote on removing a large pine tree next to Lot 50 on Moline. The grounds contractor was concerned that it had decay at the base and was leaning. The Board voted 6 (yes) – 0 (no) to have the tree and stump removed at a cost of \$1540.

NCA lost three trees on Northumberland last month. Two were from the high winds. The trees will be replaced with trees that look like Bradford Pears but don't break as easily.

FINANCE

Analysis Work – Between the April and May board meetings, the Board was asked to vote on spending \$850 to have the accountant perform an analysis of Koger's owner history reports to deposit records. This analysis will help provide information the auditors need to unqualify the 2005 audit. Vote: 6 (yes) – 0 (no). The other option was to write off the \$11,000 discrepancy but no one thought that was a good idea.

2008 Budget – Treasurer Nagel's goal is to present a draft budget at the annual meeting in August. He is looking for input. He is concerned about our snow plowing budget since we don't have enough money to cover snow removal needs in December. The CM stated that there is a form that can be placed in the newsletter so that residents can provide input. Treasurer Nagel has reviewed April's financial reports from the accountant. He would like to see a percentage listed next to year-to-date budget numbers. President Dick asked if they looked reasonable. Treasurer Nagel asked for some clarification on the payment schedule for the pool contract. Also, he was wondering why we have not used the pool lot storage lights line item. The CM thinks that bill is tied into the pool electricity but

will look into it. The CM noted that we have two water bills that only are getting administrative charges at this point. One is for the pool but she isn't sure what the second one is for. One possibility is the second one is for the office but uses so little water that we don't meet the minimum for a charge. If it is not used for the office, we should close that account. The question was raised, do we want to put the monthly financials on our web page. President Dick asked the CM to find out what other communities do.

Our trash contractor has passed on to NCA a 6.4% increase from Fairfax County. This will put NCA over budget on that line item. President Dick asked the CM to find out how much we will be over.

ARCHITECTURAL COMMITTEE

Vice President Carroll said more walkthroughs will be done now that the weather is getting nicer. Newington Glen, Newington Place and Woodmere are next on the list. She noted that some homes have gas grills on their decks and wondered what fire code was in that situation. Treasurer Nagel would look into this question.

For all architectural letters sent July, 2006 through December, 2006, a follow up was completed. Now the board needs to decide if they want hearings to continue at the monthly meetings or have a special meeting for all the hearings. President Dick asked the CM to take pictures of all the violations that still exist and present the worst for the next meeting.

NEW BUSINESS

Vice President Carroll noted that there are two dead trees in the common ground area across from 7820 Moline. The CM will follow up on this.

Director Nolan stated that himself and Director Catherine had discussed getting a pod for the stuff in the pool area (benches, extra tot lot fixtures, sign poles). He believed it would cost about \$2500. Director Nagel asked where it would come from in the budget. After some discussion it was believed that a lot of that stuff could be thrown out. President Dick would like Director Catherine to present a purpose and plan if he feels this pod is needed.

Vice President Carroll stated that the Marconi tot lot needed mulch. The tot lots are scheduled for mulch in June.

Vice President Carroll stated that the Storm Drain marking project will be on Saturday June 9. The Eagle Scout in charge of this project has 15

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volunteers but additional help from the community is needed. The lions club will provide water and orange juice. NCA will run a notice in the newsletter.

Director Nolan made a motion to go into Executive Session to discuss the trash and covenant hearings. Vice President Carroll seconded the motion. Vote: 4 (yes) – 0 (no).

OPEN SESSION

Two residents had hearings on covenant violations. The CM will look at the violations on Wednesday to see if they still exist. If the violations still exists, Director Nolan made a motion to give the resident of Lot 54 10 days to fix the violation. If the violation is not fixed after ten days the resident will be assessed \$10 per day for each day the violation exists starting with the eleventh day. Vice President Carroll seconded the vote. Vote: 4 (yes) – 0 (no).

If the violation still exists on Wednesday morning, Director Nolan made a motion to give the resident of Lot 424 10 days to fix the violation. If the violation is not fixed after ten days the resident will be assessed \$10 per day for each day the violation exists starting with the eleventh day. Treasurer Nagel seconded the vote. Vote: 4 (yes) – 0 (no).

Regarding Lot 2, Director Nolan made a motion to deny the trash appeal. Treasurer Nagel seconded the motion. Vote: 4 (yes) – 0 (no).

Regarding Lot 443, Director Nolan made a motion to deny the trash appeal. Vice President Carroll seconded the motion. Vote: 3 (yes) – 1 (no).

After some discussion, it was decided that there would be a home of the month placed in the newsletter recognizing a home that stands out for its appearance. The CM will get three pictures on each street and the Board will vote for their favorite.

Director Nolan made a motion to adjourn the meeting at 9:05 pm. Vice President Carroll seconded the motion. Vote: 4 (yes) – 0 (no).

**EAGLE SCOUT PROJECT
IN
NEWINGTON STATION**

With the support of the lions club, an Eagle Scout will be performing a storm drain marking project. All storm drains in Newington Station will have an insignia glued on to the top reminding people that anything that flows into the storm drain flows into our rivers and drinking water. The project will be done on **Saturday, June 9th—9:00 a.m.** starting at the **pool parking lot.** Additional help from the community would be appreciated.

Anyone interested in contributing their time to this great project should contact the community office.



NEIGHBORHOOD WATCH TRAINING

June 14, 2007

7:00 p.m.

NCA Office

The Fairfax County PD West Springfield District Station will be conducting a Neighborhood Watch training session.

Officer Dave Yoon of the Crime Prevention office will provide information on what Neighborhood Watch is, how it is run, and what we as residents of the community can do to make it successful.

As the summer approaches, now is the time to be aware of how we can assist in safeguarding our community.

