

**NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING –**

June 4, 2008

Proposed Minutes of the Meeting

Meeting started at 7:00 pm. President Armand Boyd presided. Board members in attendance included Secretary Chip Catherine, Director John Nolan, Director Kimberly Nagel, and Director Neil Oxendine. Vice President Al Roy and Treasurer Dave Rundgren were not in attendance.

POOL

The new pool contractor, Dominion Aquatics, was asked to attend the NCA board meeting and meet the board members. Paul Kolokousis introduced himself as an owner of Dominion Aquatics. The company has been in business since 1955. He has been involved in pool management since 1984 and is available 24 hours a day, seven days a week.

Director Catherine stated that the preparedness of the pool was not good on opening day but the pool stayed open and with everyone chipping in the pool was in good condition. He stated that he has met Paul before and looks forward to a good relationship. He did express a desire to change the pool's filtration system since it does not seem to be able to handle a pool of our size. He will discuss this with Dominion in the off season. Paul was asked if he saw any issues with the pool and replied that during winterization he will give ideas for the pool's future. He said that rain played a big part in the delay in having the pool properly running for opening day. Board members expressed their pleasure with the existing pool staff. Someone mentioned the banner soliciting employment with Dominion should come down from the pool fence. A resident mentioned that the pool hours were incorrect in the newsletter and wanted to know why the pool closed at 7 on weeknight if the weeknight was a Friday. The CM stated the hours are the same they have been for awhile. The Board asked Paul if Friday's could be open later and he explained that would require four additional man hours for every hour the Board adds and it might be too late to accommodate that change. The CM asked Paul who would be most familiar with the maintenance of the pool and should be called if there is a problem. He stated it would be himself.

HEARINGS AND APPEALS

Lot 283 was in attendance for a hearing on a covenant violation. The resident stated that she moved the recycle bin, shovel and rake immediately after

receiving the notice. She was away after putting her recycle bin out and her neighbor put the bin behind the hedges on the day that her property was re-inspected. It was there one night only.

Lot 449 was in attendance for a hearing on an architectural violation. She asked if scrubbing the gutter would be enough and that she planned to do it this Saturday. She stated that it has been difficult with the high cost of living to get work done. If the scrubbing doesn't work, she would have to paint it. The Board agreed to look at her gutters after Saturday and let her know if it was acceptable or not.

COMMUNITY FORUM

One resident wanted the Board to be aware of her water problems with standing water in the back yard and pouring into her basement. She said with the power out the sump pump was not working. The Board said they would review the information they have received from her.

APPROVAL OF MINUTES

Director Nolan made a motion to accept the minutes of the May 7, 2008, Board of Directors meeting. Secretary Catherine noted that Lou Tobat's name was misspelled in the newsletter and seconded the motion. Vote: 4 yes, 1 abstained.

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Late Announcement

MOLINE PLACE STREET WORK
BEGINS JUNE 30TH.

Cars must be moved off street as of 6 a.m. on Monday the 30th or risk being towed.

PRESIDENT'S COMMENTS

President Boyd wanted to thank a board member, Chip Catherine, for the numerous hours he spent on opening weekend getting the pool in acceptable condition. He spent many hours fixing bathroom plumbing, working on the pool pump, and getting parts for general pool maintenance. The pool may have had to be closed if it weren't for his outstanding efforts.

OLD BUSINESS

FINANCE

A final draft of the 2006 audit was emailed to the Board on Tuesday but no one has had an opportunity to review it yet. The Board agreed that they will need to have an email vote to accept the audit.

ARCHITECTURAL CONTROL

At the May meeting, Director Nagel presented the Board with some changes to certain sections of the Architectural Standards that would help with ambiguities in the Standards. The recommended changes were posted in the newsletter to give residents a chance to comment before the Board votes. The CM had some comments on the policy. She recommend the phrase 'neat and attractive' be added to both Article 2, Section 2 and Article VI, Section 9 since this was language the NCA attorney liked in our covenants. The CM recommended the removal of the word 'front' in the first sentence of Article VI, Section 9. The CM stated that the new sentence 'Removal of tree or shrub is required' should be amended to include 'to ground level' since most people, including the community tree contractor, do not remove stumps, they just grind them down to ground level. The CM was asked to get the tree contractors recommendation on this statement. Regarding the new section on siding, the CM stated that she didn't think it was needed at all but if it were to stay, it doesn't include siding used in Newington Glen which is wood. She stated that siding can range in size from 4" to 12" and this aspect is not addressed and also that there are other sidings besides traditional and dutchlap in the community. Director Nagel would look at Newington Glen's siding. It was stated that 'other styles will be considered' and 'size of reveal must be approved' should be added to the revision.

There was a continuation of last month's discussion on the procedures Director Nagel wanted implemented for architectural inspections for disclosure statements. The discussion concluded with

agreement that Director Nagel would continue to get copies of the CM's response to the accountant based on requests for inspections and Director Nagel would review and provide comment back to the CM when she does not agree with the violations cited.

There was discussion about the expedited requests from the accountant to report back architectural violations for disclosure packets. The CM will contact Summit to get more information about who would handle if CM didn't.

Director Nagel had also presented in May some procedures to the Board on routine architectural inspections. Those were tabled for another meeting.

NCA's attorney sent letters to three property owners that have architectural violations. One owner asked for an extension on their yard violation. Director Oxendine made a motion to give the resident until July 23rd to fix their violation. Director Nolan seconded the motion. Vote: 5 yes.

GENERAL

The office is FIOS capable and now the CM will get a Verizon email account. There was discussion about the wireless router and that for now NCA will want to keep access limited to the office only, not around the pool.

Basketball – President Boyd stated he still plans to present some dollar figures to the board to fix the main basketball court but hasn't had the time to get the information. The CM has offered to get additional bids on the tennis court to repair the cracks.

STREETS and MAINTENANCE

The CM stated that Blade Runners has prepared a common ground improvement plan for the common grounds improvement budget line. The Board will table this item until Vice President Al Roy can be available to discuss. At this time a resident asked if the sycamore balls would be cleaned up from Brandeis. She was told this was done once in the Spring per NCA's ground maintenance contract but otherwise this is not a covered service.

The Moline repavement project is moving forward. The contract has been signed. The contractor has plans to meet with the engineer and the scheduled start date is June 23rd (30th—see late announcement on page 3). It is anticipated that it will take six working days to complete the project. The CM informed the Board that one resident was unhappy that the dip in Euclid was going to be fixed since it slowed speeding cars on that street.

STREETS and MAINTENANCE, cont'd.

A board member asked if there had been any complaints about the ball field or tot lots. No one was aware of any.

NEW BUSINESS

FINANCE

Write-offs. The Board was presented with three properties that had preforeclosure debt for write off. The total of the three properties was \$1,816.83. If approved, total for 2008 is \$5,321.19 in assessment write offs. Secretary Catherine made a motion to write-off \$1,816.83 as a loss to the Association. Director Oxendine seconded the motion. Vote: 5 yes.

GENERAL

Towing – While repairs were being done on their home, a resident had a service vehicle towed from their parking space. While this was within the guidelines provided to the towing company the Board discussed the issue as to whether 7 pm is too early to tow a commercial vehicle. Secretary Catherine made a motion to amend the towing policy to restrict commercial vehicles on community property from 11 pm to 7 am. Director Nolan seconded the motion. Vote: 5 yes.

Lee High School – Every year Lee High School asks for donations from the community to their All Night Grad Party. The purpose is to keep kids in one place and not drinking and driving. Director Oxendine made a motion to donate \$100 from NCA's \$500 youth activities line. Director Nolan seconded the motion. Vote 5 yes.

Trees - A resident has complained that trees are too close to her home. The CM had pictures for the Board. The topic will be tabled until Vice President Roy is available.

Water - The community office has received complaints about homes that have water coming into their basements. The one complaint is because a neighbor has put up a brick wall to block water from flowing out the other resident's yard. The CM explained that an engineer had looked at this property before and prepared an opinion which was in the file. Also a letter has gone to the neighbor telling them that the brick wall is a covenant violation. The Board members agreed to go look at this property. One Board member mentioned that a french drain was installed behind 8377 Luce court and on down the row of homes. Another water

complaint from Marconi Court was presented to the Board. Pictures were shown of the terrain around the properties. The fact that nothing new has been done to the common grounds in that area was raised and the question was asked if NCA is responsible. No one seemed to think so.

Trash – The trash contractor has raised NCA's fees by 10% as a result of the pass through of Fairfax County's increased fees. This increase will make the trash budget over by \$2,000 by the end of the year. The contract is up at the end of this year. The CM asked the Board if they would like to go out for bid. It was recommended that NCA look outside the county and at smaller companies.

Tent – A resident who was not allowed to use their motorcycle tent cover on NCA streets has moved it to a reserved parking space in the fenced enclosure at the pool parking lot. There was discussion as to whether this was allowed. The parking lot rules state that the same rules apply in the fenced enclosure as in the streets. Secretary Catherine made a motion to amend the Pool Lot Parking Policies to allow motorcycles and vehicle covers. Director Nagel seconded the motion. Vote: 5 yes. It was mentioned that this resident has an electric plug running under the sidewalk and that Fairfax County Zoning should be informed.

MAINTENANCE

Secretary Catherine has a punch list for the pool and will give it to the CM.

At 9:22 pm, Secretary Catherine made a motion to adjourn to Executive Session to discuss hearings. Director Nolan seconded the motion. Vote: 5 yes.

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**Electronic NCA
Announcements**

The NCA board is preparing an email distribution list for those residents interested in receiving community announcements (e.g., community events, change notices for board meetings, etc.)

To be placed on the distribution list - please visit the [NCA website](#) or email announcement@newingtoncommunity.org



EXECUTIVE SESSION

At 9:30 pm, Director Oxendine made a motion to leave Executive Session and return to Open Session to vote on the hearing appeals. Director Nolan seconded the motion. Vote: 5 yes.

OPEN SESSION

The CM showed the Board a property that had received letters regarding the architectural violation. The resident was given 90 days to fix the violation and has accrued \$900 in charges. The Board agreed that the violation had not been fixed.

Regarding Lot 139, Director Nagel made a motion that probable cause exists and this resident should have a hearing on their architectural violation. Secretary Catherine seconded the motion. Vote: 5 yes.

Regarding Lot 139, Director Nagel made a motion to waive any assessment for the covenant violation since the violation no longer exists. Director Oxendine seconded the motion. Vote: 5 yes.

Regarding Lot 552, Director Nagel made a motion to assess the owner \$50 for the trash violation. Director Oxendine seconded the motion. Vote: 5 yes.

Regarding Lot 539, Secretary Catherine made a motion to assess the owner \$50 for the trash violation. Director Nolan seconded the motion. Vote: 5 yes.

Regarding Lot 283, Director Oxendine made a motion to waive any assessment for the covenant violation since the violation no longer exists. Secretary Catherine seconded the motion. Vote: 5 yes.

Regarding Lot 449, Director Nagel made a motion to assess the owner \$10 a day until the architectural violation is corrected, starting June 16, 2008. Secretary Catherine seconded the motion. Vote: 5 yes.

Director Nagel made a motion to adjourn the meeting at 9:55 pm. Director Nolan seconded the motion. Vote: 5 yes.

NEXT BOARD MEETING: July 2, 2008 at 7:00 p.m. NCA Pool House—all residents are welcome to attend.



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POOL INFORMATION

Because of our extreme confidence in the pool staff, all pool passes have been put in the guard house and passes can be picked up during normal pool hours. These individuals do not control the procedures so if you have a problem or complaint, please contact the community office.

Our new system of using guest credits instead of guest passes has caused some confusion. Guards will not accept YELLOW GUEST PASSES. Turn passes in to the community office in order to have credits on your account when you bring a guest to the pool. The guards will continue to accept checks and money orders as payment for a one day, per person (\$3) visit. Discounted guest credits, 7 for \$15 and 15 for \$30 can be purchase in the community office. Guest credits do not expire.