

**NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – April, 2009  
Minutes of the Meeting**

At 7:00 pm the meeting was called to order by Vice President Peirce. Board members in attendance included Treasurer Chip Catherine, and Secretary Rita Steele. Director Roseanne McLafferty arrived at 7:10 and President David Rundgren arrived at 7:30 pm.

**APPROVAL OF MINUTES**

Secretary Steele made a motion to accept the minutes of the February 4, 2009, Monthly Board Meeting. Treasurer Catherine seconded the motion. Vote 3 yes.

**HEARINGS AND APPEALS**

Lot 293 was scheduled for a hearing for a trash violation. The resident explained that it was recycling that was left behind by the trash company the day of the big March snow.

Lot 65's tenant was present to address a letter regarding a nuisance complaint. All items outlined in the letter were denied.

**COMMUNITY FORUM**

Several residents were in the audience to discuss concerns in the community. Topics included concern about graffiti on a guardrail on Northumberland, the installation of a backboard and hoops on the NCA basketball court, speeding in the community, going after early trash, and tow trucks roaming the streets. In response to a recent article in the newsletter, two residents volunteered to be on the Architectural committee and a husband and wife volunteered to be on the Board. One resident explained she had received a notice and that her truck that had been parked for a while on Brandeis but was now gone.

**EMAIL VOTES THAT OCCURRED SINCE LAST MEETING**

- 1) NCA Parking and Towing Policy revisions – 4 Yes votes, 1 abstain
- 2) NCA Commercial Vehicle Policy revisions – 4 Yes votes, 1 abstain
- 3) Dual main drain modification in pool and pressure test of skimmer and return lines by Palm Pools for \$5,956 - 5 Yes votes. This repair was required by Virginia law.

**COMMITTEE/BUSINESS REPORTS**

**Accounting/Finance Report**

Treasurer Catherine provided everyone with some balance sheet figures from the February financial statements. During this time a discussion developed about NCA's reserves. There was concern that they were under funded. President Rundgren explained that reserves were not raised to the dollars recommended in the reserve study because of the current economy and concern about the accuracy of the reserve study. More maintenance information was needed to justify raising assessments.

**Architectural Committee Report**

Secretary Steele stated that inspections would continue in the Spring. During Community Forum she had gone over the procedures NCA follows when dealing with architectural violations. It is her goal to review every street by the end of the summer.

## **Welcoming Report**

Director McLafferty stated an individual on her street wanted to have a block party.

## **Maintenance Report**

Treasurer Catherine informed everyone that new backboards, rims and nets had been installed on the NCA basketball court located behind Eucalyptus Court. He wanted to thank his son, Michael Catherine and Mr. Sellers, both residents in the community, for helping to get them installed. He has found a supplier of benches similar to the style found throughout NCA's tot lots since two need to be replaced. He wants to finish the picnic tables at the pool as well.

## **Planning and Development Report**

Mr. Tobat explained that Representative Albo had sent a letter to many residents regarding the plans for improving Rolling Road between Fullerton Road and the parkway. This is not a funded plan. A resident was concerned that a barrier wall was being planned in the Saratoga area. No one was aware of this. Another resident informed everyone that VDOT has an office in the Springfield Mall which is a good source of road improvement information.

## **Community Manager Report**

### ***OLD BUSINESS***

- *3 Architectural Violations lawsuits.*
  - *Two complied*
  - *Lawyers filed suit on third.*
- *Tennis court net sagging. Called installer. Will come out.*
- *Missing no parking sign on Delong – called in 2<sup>nd</sup> request. Neither VDOT or County will take responsibility. Have a contact in County who is helping with this who recommends putting in a special sight lines request to VDOT and then District Supervisor if there is no progress.*

*Tasks from March meeting:*

*Getting quotes for fix concrete wall on Matisse.*

*Coordinate meeting with engineers after street report is completed – report not complete yet.*

### ***NEW BUSINESS***

- *General*
  - *Disclosure inspection(s): March -- 7760 Durer, 7712 Marconi; April - 7744 Matisse, 7771 Durer, 8327 Moline, 7752 Lemoyne, 7775 Durer*
  - *Rules Violation letters:*
    - March - TRASH (0), RULES (0), ARCHITECTURAL (7)*
      - *Received phone response to Nuisance letter (dogs barking). Resident attended March meeting.*
    - April - TRASH (1), RULES (1), ARCHITECTURAL (0)*
- *NCA Vehicle Tickets:*

- *Not between lines (6)*
- *Not in operating order – on jacks (1) – TOWED (1)*
- *Not a vehicle (0)*
- *Commercial (0)*
- *Vehicles reported on State Streets: (2)*
- *Notices (cargo vans, long term blank parking and out of state tags) (25)*
  - *2 residents upset about notice of not using blank spaces for long term*
  - *Out of state person stated they have a home in another state and don't have to register in VA – statement is not supported by DMV.*
- *Documents Signed: Towing Contract, April - pool repairs contracts. Work has begun.*
- *Computer fixed – minor, no loss of info, used company who advertises (March)*
- *Called Dominion Power about graffiti on telephone poles on Northumberland. (Feb)*
- *Test case on Cushing Court to switch to electronic announcements of newsletter as opposed to distributing hard copies. 11 of 23 have signed up. Will do a survey later. (in agenda)*
- *Any interest in an insurance company workshop for our residents?*
- *Someone has signed up to coordinate Clean Up Day on April 25<sup>th</sup>, and Egg Hunt April 4th.*
- *Basketball court re-established – looking into costs of trash can and trash pick up.*
- *Bench at tennis courts repaired with new wood. Two tot lot benches need to be replaced (haven't inspected all). Looking into costs and contractors.*
- *Resident Complaints/Issues:*
  - March*
    1. *Dog poop on common grounds not being cleaned up on Durer. Flyered and large article in newsletter.*
    2. *Exposed wires from Cox cable boxes. Spring project.*
    3. *Speeding on Gwynedd. Not sure what to do.*
    4. *Snow removal complaints. Normal.*
    5. *Car on Durer that is not in operating condition and just takes up a blank spot. Ticketed.*
  - April*
    1. *Tennis courts have cracks already. Contacted contractor who said they will repair in May or June.*
    2. *Ticketed his antique vehicle. Not willing to store in lot because of vandalism concerns.*
    3. *Resident's neighbor's tenants are a nuisance (loud). Renters are Fairfax County Adult Services Division. Letter sent and have been in contact with County. More complaints.*
    4. *Dog poop on sidewalk on Kitchener.*
    5. *Dryer on Eucalyptus and small fridge on Durer. Had removed.*
    6. *Loud music through walls on Moline. Recommended calling police frequently.*
    7. *Tree on house on Godolphin. Either property owner's or FCPA, not NCA.*

8. *Fairfax Connector is discontinuing service on Rolling Road and there is a meeting at Government Center about it.*
9. *New owner being charged for disclosure packet not paid at settlement. (in agenda)*
10. *The Assistant Community Manager has sold her home. Depending on where she buys will dictate if she stays or I'm looking for a new Assistant.*
11. *Two break ins on Moline in the last couple of months.*

There was a discussion on the increase of crime in our community.

## **GENERAL BUSINESS - OLD**

Pool – The contractor that is performing the dual drain modification was asked to provide more quotes for white coat, tile, stone and decking repairs. It was noted that some immediate repairs should be done including replacing wading pool grates, install vacuum covers to code, repairing a crack in the pool shell, repairing some missing tiles, replacing a broken return. Recommended repairs come to \$1,489. Treasurer Catherine made a motion to have these repairs done. Vice President Peirce seconded the motion. Treasurer Catherine anticipated the need for these repairs, thinks it is a good price, and hopes the repairs save NCA in water bills. Vote 5 yes. The Board also discussed the opinion of this contractor regarding white coat, stone, and tile. The Board agreed that they are not ready to vote on additional work and will meet at the pool Sunday, April 4 at 10 am and invite the pool repair contractor to meet them.

Money Market vs. Checking Account – Treasurer Catherine spoke to a representative at the bank where NCA's operating funds are held and to NCA's Financial Manager about opening a second account. Arrangements will be made to move operating funds into a money market account so that the balances earn some interest. Currently the checking account has average balances of \$100K but earns no interest. The Financial Manager will move funds between the money market and checking accounts as needed.

Reserve Study – Tabled

Sidewalk, Curb, and Gutter and Asphalt Trail Report – Tabled

Street Light on Lodge – The Community Manager met with Dominion Electric about installing a light directly across the court from the newest light at the Marconi tot lot. The Cost is \$4,748. The Board member who recommended this light said this is not the dark area. The dark area is on Lodge Court across from the entrance of Marconi. This area is a problem because there is a home and four trees there. This topic has been tabled.

Streets – Test holes were completed on NCA streets but the engineers have not delivered a report to date. The CM will follow up on this matter. A resident asked about cracks in a gutter in front of his home on Moline. President Rundgren explained that hairline cracks should be expected even from new concrete.

## **GENERAL BUSINESS - NEW**

Write offs – The Board was presented with information on four properties where debt for delinquent assessments and late fees can't be collected due to bankruptcy or foreclosure. Treasurer Catherine made a motion to write off \$1,832.73 in bad debt. Vice President Peirce seconded the motion. Vote 5 yes. The attorney's recommend that NCA hire a private investigator because one property has two liens but still no assessment payments are being made. One Board member felt this was a waste of money. The CM stated that Board voted to hire a private investigator a couple of months ago for another property and she would find out the results of the investigation to determine if these hirings are worthwhile or not.

Architectural – The Board was shown a picture of a religious statue in the front yard of a home with an elaborate display around it. It was stated that there are no prohibitions on religious statues and suggestions were needed. Secretary Steele said she would look into some wording changes to the Architectural Standards and present them to the Board. Director McLafferty would like the Board to consider requiring neighbor's approval of sheds, just like neighbor's approve decks.

Newsletter – Secretary Steele stated she volunteered to proof the newsletter every month. There was discussion about one street that is a test case for eliminating door to door delivery of the monthly NCA newsletter. Some residents in the audience stated they don't use the computer and wouldn't want to see it eliminated. The CM stated that after a couple of months, she will survey the individuals who have gone to electronic only, then prepare more information for the Board so they can make a decision.

Soccer Nets – The CM informed the Board that a resident has suggested that NCA get nets for its soccer goals. Nets would cost about \$150. No Board member was interested in making a motion on this expenditure. President Rundgren said the resident was welcome to put the nets on themselves if they would like.

Wall behind Red Ash Court – The Board discussed the two quotes to parge and paint the wall behind Red Ash Court. There was concern that there are structural issues with the wall and that the repair wasn't enough. The CM will get more information from the low bidder.

Common Grounds Improvements – Director McLafferty wants the bushes on Brandeis to be hard pruned down to 3 feet. President Rundgren stated that no one has ever complained about this and would like a petition signed by residents on the street before the request is considered.

Disclosure Packet Fees – The Board was informed that a resident's account was charged when the disclosure fees were not paid to Summit Management at settlement. It appears the title company is to blame. The CM stated she had just received an invoice that shows this has happened at least five times. The CM will confirm that NCA is being charged for these missed fees and get back to the Board.

## Board Meeting Times - Tabled

Secretary Steele made a motion to adjourn to Executive Session to discuss hearings and probable cause on architectural violations at 10 pm. President Rundgren seconded the motion. Vote: 5 yes. Secretary Steele had to leave the meeting.

Public session reopened at 10:10 p.m.

Regarding Lot 293, President Rundgren made a motion waive any assessment for a trash violation. Vice President Peirce seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 103, Treasurer Catherine made a motion that probable cause exists for a hearing on an architectural violation. President Rundgren seconded it. Vote 4 yes.

Regarding Lot 137, President Rundgren made a motion that probable cause exists for a hearing on an architectural violation. Vice President Peirce seconded the motion. Vote 4 yes.

Regarding Lot 331, this resident came to last month's meeting but there wasn't a quorum of members. A letter will be sent to the owner extending him an opportunity to discuss his fine at the next meeting before pursuing the debt.

Regarding the home on Kitchener where there are complaints, the owners will be sent a notice of a hearing based on the nuisance the tenants have become.

At 10:30 pm, President Rundgren made a motion to adjourn. Vice President Peirce seconded it. Vote: 4 yes.

Next Meeting: Wednesday, May 6 – 7:00 p.m. NCA Pool House – all residents welcome.