

NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – August 7, 2013  
Draft Minutes of the Meeting – NCA Pool House Meeting Room

At 7:01 pm President Jernigan called the meeting to order. Board members present were President Sarah Jernigan, Vice President Mike Smith, Secretary Beth Rodriguez, Treasurer Louise Whitt and Director Matt Reid.

#### PRESIDENT'S REPORT

This is Sarah's last meeting. She has served four years and her term ends at tomorrow's annual meeting. She will not be running for re-election.

#### APPROVAL OF MINUTES

President Jernigan made a motion to accept the July 3, 2013 minutes. Vice President Smith seconded the motion. Vote: 4 yes, 1 abstain. President Jernigan made a motion to accept the Special Board Meeting minutes from June 26, 2013. Vice President Smith seconded the motion. Vote: 5 yes.

#### HEARINGS

Lots 366, 390, 459, 521, 534, 377, 41 and 557 were in attendance for hearings and spoke to the Board. Lots 408, 314, 40, 556, and 96 were not in attendance.

#### COMMUNITY FORUM

Director Reid announced that he and his family are moving to a larger home in Woodbridge and he will be resigning effective the end of the annual meeting tomorrow.

#### COMMITTEE/BUSINESS REPORTS

##### Treasurer's Report, Louise Whitt

Reserve Funds Report – Treasurer Whitt shared a report on available reserve funds and committed expenditures from reserves for 2013. The CM noted that the pool cover and parking lot seal coat were pulled for 2013 based on the anticipated expense of path replacement and stream crossing repairs.

Doubtful Accounts Analysis – Treasurer Whitt prepared a report that shows that based on current doubtful assessment collection, the current provision is in line with the calculation.

Draft Budget – Treasurer Whitt shared the current draft budget with the Board. There was discussion about the increase in the collections attorney line including a new line for a specific collections account totaling an \$11,000 increase. The draft will be shared with the community at tomorrow's annual members meeting.

##### Community Manager (CM) Report, Lori Randall

###### *General*

- *NCA Vehicle Tickets:*
- *Disclosure inspection(s): 7743 Durer, 7730 Brandeis, 7707 Brandeis*
- *Exterior Project Requests: 2*
- *Swing set installation complete – missing one swing*
- *Discussion with engineers on next steps for path and stream crossing repairs*
- *Performed a pool inspection: needed four of six shower heads repaired, mold seems to be forming between swim lane tiles, sprayed bees nest in privacy fencing, replaced two umbrellas.*
- *Organized a BBQ at the pool for residents to meet Board members.*

- *Budget committee questions answered*
- *Power company was called because power problem to pool resulted in the pump not running. Pool was down for one day.*
- *Water was pouring from water heater under office. Plumber stated valve had to be flipped. Video shows squirrels were outside storage room.*

#### *Resident Complaints/Issues/Comments*

- *Recommendations for newsletter: Information on lifeguards, Yard of the Month, high school students help with input.*
- *Tennis courts are dirty and slippery*
- *Men's shower is missing soap and showers not working properly*
- *Common grounds look bad. Bushes and shrubs are overgrown.*
- *Pool ladder in 5 foot section only has two steps and would like a switch with three step ladder in shallow section.*
- *Is the tree area by the power lines NCA property? Tree company has taken trees down to put their cars in the shade. Note: Contacted Dominion Power then Fairfax County Police.*
- *Questions on who is responsible for overgrown trees that impede walking sidewalks in single family section.*
- *Mailbox on Moline knocked over. Note: USPS has taken care of it.*
- *Trash dumped in woods next to Kitchener tot lot.*
- *Bee hive in tree on Moline island.*
- *Issues on Brandeis: raised sidewalks, raised parking spaces, bushes are too high.*
- *Resident works on cars in unmarked parking space. Cars sit for a longer period of time.*

#### GENERAL BUSINESS – Old

#### GENERAL BUSINESS – New

Revised Collections Policy Resolution – Based on recent Virginia legislation, NCA may now charge a late fee for late assessments. NCA's attorney revised NCA's Delinquent Assessment Payment Resolution to include necessary wording to address this new law. Treasurer Whitt wanted clarification on how often the 5% late fee could be applied. The CM will look into that. President Jernigan made a motion to accept the revised resolution. Director Reid seconded the motion. Vote: 3 yes, 2 no. The motion passed.

Trail and Stream Crossing Project; step 1, Design and Permit for bridge – In May the Board voted on spending \$85,000 to replace some path and repair two stream crossings. Before moving forward on that project, the bridge will need to be designed and permits obtained. The approximate costs of permits, inspections and design is \$5,000. Because of the significant costs, the Board has agreed to relook at moving forward on this project.

At 8 pm the Board convened to Executive Session to discuss hearings. The Board reconvened to open session at 8:15 pm.

Regarding Lot 40, 366, 521 and 534, Director Reid made a motion to assess a \$50 charge for violations. Secretary Rodriguez seconded the motion. Vote: 5 yes.

Regarding Lot 390 and 459 President Jernigan made a motion to not assess any charge for violations. Director Reid seconded the motion. Vote: 5 yes.

Regarding Lot 41, President Jernigan made a motion to assess a \$50 charge for a trash violation. Vice President Smith seconded the motion. Vote: 5 yes.

Regarding Lot 377, Director Reid made a motion to not assess any charge for a trash violation. Vice President Smith seconded the motion. Vote: 5 yes.

Regarding Lot 557 and 556, Director Reid made a motion to assess a \$50 charge for violations. Vice President Smith seconded the motion. Vote: 5 yes.

Regarding Lot 408, President Jernigan made a motion to assess a \$10 a day charge up to ninety days starting in two weeks. Director Reid seconded the motion. Vote: 4 yes, 1 no.

Regarding Lot 314, President Jernigan made a motion to assess a \$50 charge for a rule violation. Vice President Smith seconded the motion. Vote: 5 yes.

Regarding Lot 40, President Jernigan made a motion to assess a \$10 a day charge up to ninety days starting in two weeks. Director Reid seconded the motion. Vote: 5 yes.

Regarding Lot 96, Secretary Rodriguez made a motion to not assess any charge for a violation that appears to have been corrected. Director Reid seconded the motion. Vote: 5 yes.

The Board adjourned at 8:38 pm.