

NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING – October 2, 2013  
Minutes of the Meeting – NCA Pool House Meeting Room

At 7:00 pm President Smith called the meeting to order. Board members present were President Mike Smith, Vice President Beth Rodriguez, Treasurer and Secretary Louise Whitt and Director Chris Hammel. Director Charles Thomas was not in attendance.

#### PRESIDENT'S REPORT

President Smith stated he intends to write an article about the need for volunteers. There are currently four Board members managing a community of 609 units. He would like to see more participation in committees.

#### APPROVAL OF MINUTES

Vice President Rodriguez made a motion to accept the September 4<sup>th</sup> monthly meeting minutes. Director Hammel seconded the motion. Vote: 4 yes.

#### HEARINGS

No one was in attendance for violation hearings.

#### COMMUNITY FORUM

A resident from Luce Court has stepped up and volunteered to chair the Architectural Control Committee. He has lived in Springfield since he was ten and moved to NCA this year.

Another resident had a question about receiving quarterly statements. Her father's property was transferred to her and she did not receive a disclosure packet. The CM will follow up with her on her questions.

#### COMMITTEE/BUSINESS REPORTS

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

Treasurer Whitt had no report. The draft budget will be discussed as part of the agenda.

##### Planning and Development Report, Lou Tobat

Lou mentioned that there is a lot of asphalt repair work around Backlick at Fullerton and expects the repair work to continue down Alban to Pohick.

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

###### *General*

- *NCA Vehicle Tickets: 1*
- *Disclosure inspection(s): None*
- *Pool White coat concern that it will not pass inspection. Will follow up with inspectors if necessary.*
- *Budget meeting on 9/23.*
- *Annual RV lot letters to occupants of fenced enclosure sent out.*
- *Sod installed for front garden project. Job completed.*
- *Asphalt paths. Asked engineer to contact Tibbs and see if could be done this Fall and why they didn't bid on stream crossing 2. Ideally both would be done at same time. Tibbs work load is heavy but will continue to press forward until weather becomes a problem.*
- *Audit Update: Should send this week.*
- *Foreclosure Update: Note from attorney on 9/27 shared with Board*

### *Resident Complaints/Issues/Comments*

- *Resident called over weekend to get car out of locked parking lot.*
- *Blank parking space next to resident's space is too small and cars park over the line into resident's space. (Measured it and it is only 6 foot. Most spaces are between 8 and 9. We could adjust other spaces to make it a full space, but time and money doesn't make it worth it. I will paint 'motorcycles only' on curb for the immediate fix. Will be noted for future curb painting projects.)*
- *Car parked in blank space for months.*
- *Gardens are weeds, not plants and too tall. Also vegetable plants in front yard. (No rule on height of flowers)*
- *Car broken into on Gwynedd, GPS and money were taken. (Recommended calling police)*
- *Several sex offenders in our neighbor. What do other neighborhood associations do?*
- *Problem on Kitchener with cars that park in blank spaces a long time and with out-of-state tags.*
- *Neighbor has more than 3 pets in home. They are noisy. (I recommended calling county. County has both number limits on pets and noise ordinances.)*
- *Kids playing on common grounds. Is this allowed? (I will look at area to determine if damaging property. Tot lots are best place for kids.)*

### GENERAL BUSINESS – Old

South County Federation – The Board discussed whether to join the South County Federation, an organization of multiple homeowner associations. The CM placed an article in the October newsletter to see if anyone would be interested in volunteering.

2014 Draft Budget – There were no changes to the budget that was developed at the September 23<sup>rd</sup> Board meeting. The draft budget will be placed in the November newsletter for the community to review and comment.

### GENERAL BUSINESS – New

Tree Concerns from September Meeting – The CM reviewed with the Board the rules that are applied when a resident requests a tree, root or branch be removed. Often when a resident asks for a dead branch or root, or even an entire tree to be removed, they do not understand the precedent that could be set by such a request. There are many trees throughout this community and many of them align right up to individual property lines. She also explained the history and benefit of having an arborist walk the property annually to identify unhealthy trees and safety concerns. The Board visited the list of properties that most recently requested the office to remove trees or branches. Virginia law allows all homeowners to remove any branch or root that encroaches on their property. The Board agreed that how the rules were being applied was fair and consistent and they had no recommendations for change.

A resident asked if the Bradford Pears trees in the community would be pruned. There was a concern that they are blocking the road. The CM explained that because of the age of the trees, a decision was made years ago to stop expending money for pruning and put the money toward replacing them as they fall or die. It was suggested that they be elevated instead of pruned. This will be on next month's agenda.

A resident stated that in the past NCA had restricted her from excavating any more than three feet from her foundation because of concerns with the stability of a tree if the roots were removed. She felt this contradicted an earlier statement that residents can remove roots on their property.

The shrubs on Brandeis were the subject of a complaint last month. The resident felt they were too tall

for the grounds crew to trim the top. The CM explained that the grounds contract only covers a light trimming of the shrubs. If the Board wanted to hard prune the shrubs in the community it would be at an additional fee. Vice President Rodriguez noted that all the shrubs on Brandeis looked fine except for one that was uneven. The CM will go look at it.

Contract Renewals – The CM asked the Board if there was any concern with renewing the financial management contract with Summit or the snow removal contract with Springfield Lawn. Both expire at the end of the year. The Board agreed they should be renewed and they will be added to November's agenda.

A resident commented on the condition of the tennis court with the large crack. The CM will provide an updated maintenance report for the Board to review and discuss.

At 8:00 pm the Board convened to Executive Session to discuss hearings, a write off, the attorney's comment on a non-judicial foreclosure and the volunteer for the Architectural Control Committee.

The Board reconvened to open session at 8:18 pm.

Regarding Lot 275, President Smith made a motion to assess a \$50 charge for a grass violation. Vice President Rodriguez seconded the motion. Vote: 4 yes.

Regarding Lot 403, the property has sold and NCA will not pursue the trash violation.

Regarding Lot 400, President Smith made a motion to waive any charges as the architectural violation has been corrected. Director Hammel seconded the motion. Vote: 4 yes.

The CM informed the Board of a write off that was included in the collection attorney's status report. President Smith made a motion to write off \$939.99 in pre-bankruptcy debt. Vice President Rodriguez seconded the motion. Vote: 4 yes.

Regarding the non-judicial foreclosure, the CM will provide the Board an update from the collections attorney at the next meeting.

President Smith made a motion to accept the appointment of Cameron Mulloy as the Architectural Chairperson. Vice President Rodriguez seconded the motion. Vote: 4 yes.

The Board adjourned at 8:22 pm.