

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – October 1, 2014
Minutes of the Meeting – NCA Pool House Meeting Room

At 7:00 pm Vice President Beth Rodriguez called the meeting to order. Board members present were President Mike Smith, Treasurer Louise Whitt, Secretary Chris Hammel and Director Kevin Benore.

APPROVAL OF MINUTES

Secretary Hammel made a motion to accept the August 14th annual member's meeting minutes as written. President Smith seconded the motion. Vote: 5 yes. President Smith made a motion to accept the August 14th board meeting to elect officers as written. Director Benore seconded the motion. Vote: 5 yes. President Smith made a motion to accept the September 3rd monthly board meeting minutes as written. Treasurer Whitt seconded the motion. Vote: 5 yes.

HEARINGS

Lots 597 was not in attendance. Lot 345 spoke to the Board.

COMMITTEE/BUSINESS REPORTS

Treasurer's Report, Louise Whitt

Treasurer Whitt stated she will be preparing the quarterly reserve report and asked the board how to represent the commitment to repair paths and stream crossings after cancelling the work with the current contractor due to nonperformance. The CM recommended removing the contract approval of \$45,000 but keeping the Board's approval to spend \$85,000 on the entire project.

Community Manager (CM) Report, Lori Randall

General

- *Disclosure Packets: 7772 Brandeis, 7828 Marconi, 7830 Godolphin*
- *Asphalt paths/stream crossing update: Tibbs told they are no longer on path/stream project.*
- *Brandeis Way renovation: RFP completed.*
- *Reported 10 street lights out on Northumberland and 4 community watch lights in August. All are fixed except two watch lights. Quickest response from utility company in a long time.*
- *Curb painting: single family homes addresses painted; Euclid/Getty and Luce firelanes painted; Luce number painting scheduled for 9/23, complete. Euclid/Getty scheduled for 9/26, complete.*
- *RV lot renewals.*
- *Budget meeting. Prepared and presented management input to budget.*
- *Prepare quarterly collection attorney summary.*
- *Evidence of cars driving routinely behind homes on Kitchener and Luce. Will put flyers out.*

Resident Complaints/Issues/Comments

- *Resident harasses other owners. Residents believe drugs are being dealt at the home. Police have been called.*
- *The August CM report noted there was a bee hive on common ground around Matisse Way. A resident asked for a correction. It was a wasp nest in a common ground tree, not a bee hive.*
- *Report of a Fairfax County bus driving on LeMoyne every morning. FCPS Transportation has been contacted. Buses are not allowed on private streets except to pick up handicap individuals.*
- *Car keyed and tires punctured on Euclid.*
- *Tree inspection request behind home on LeMoyne. Didn't see anything of concern.*
- *Bike and purse stolen on Luce Court. LOCK YOUR CAR DOORS! Reminder put in newsletter*
- *Large wasp nest on Moline island*

- *Tree on Brandeis reported as old and dying. (Tree is full of green leaves and not on the arborist's annual report.)*
- *Quarterly invoice contains late fee but not administrative fees.*
- *Can NCA change its rules to allow for political signs? (not without ¾ of the owners in agreement)*
- *Can NCA switch to electronic voting by its members? State allows it but process has not been researched for NCA. Would the board want to pursue?*

GENERAL BUSINESS – Old

Architectural Standards, Article VI, Section 22, Windows (include egress) – The board reviewed drafted changes to this section of the Architectural Standards. The discussion will be tabled to next month. The CM will research County guidelines on egress windows that may affect the policy.

2015 Budget – The Board agreed to present the draft budget to the community in the November newsletter as prepared.

GENERAL BUSINESS – New

Reserve Study – As covered in the community manager's report, the reserve study had significant flaws and the CM has discussed revisions with the company who prepared the report. New spreadsheets were provided separating common grounds from street projects. The CM still has a few minor inputs to the study. Treasurer Whitt made a motion to accept the reserve study with recommendations. President Smith seconded the motion. Vote: 5 yes.

Tree Removal, #2 priority – The CM recommended to the Board that nine items from the annual tree report, that are listed as priority 2, be approved. In addition the CM felt four other trees were dying and needed to be removed. Treasurer Whitt made a motion that the nine priority 2 trees be taken care of by Blade Runners at a cost of \$4,075. President Smith seconded the motion. Vote: 5 yes. Treasurer Whitt made a motion to remove four additional trees at a maximum cost of \$3600. President Smith second the motion. Vote: 5 yes.

RFP for repair and replacement of asphalt and concrete on Brandeis Way – An RFP has been developed and sent to bidders. If the weather is not conducive for the work, it will get delayed to the Spring and the bidders have been asked to address that possibility in their bid. The Board will meet in mid-October when the bids are in and, if possible, proceed with the work this Fall.

Architectural Standards, inquiry on generators – The Architectural Standards cannot address every potential specific request. If the generator is going to be on the exterior of the home, then an Exterior Project Request Form must be submitted. The Architectural Committee and the Board will consider the size, placement, and noise output of the generator in making their decision.

Executive Session Minutes – Draft executive session minutes have been in the newsletter with the regular minutes for the last two months. President Smith asked that they not be published again. The Board agreed. Treasurer Whitt provided the Board with a packet on recommended changes to the format of the minutes including copies of the pertinent sections of the POA. The subject has been tabled until next month.

Brainstorming – President Smith noted that he was told there are collection attorneys that don't get paid unless they have successful collections.

Secretary Hammel noted that at the last board meeting to discuss the budget, they agreed to formalize a process for employee compensation. They would create a committee and either Secretary Hammel or

Director Benore would be willing to chair it. The topic will be added to the agenda for November and if approved a notice will be placed in the December newsletter.

At 8:45 pm Vice President Rodriguez made a motion to convene to executive session to discuss hearings, probable cause for hearings and a violation charge. President Smith seconded the motion. Vote: 5 yes.

At 9:03 pm President Smith made a motion to reconvene to the regular meeting. Director Benore seconded the motion. Vote: 5 yes.

Regarding Lot 597, President Smith made a motion to assess \$50 for a trash violation. Director Benore seconded the motion. Vote: 4 yes, 1 no.

Regarding Lot 349, President Smith made a motion to waive any charges for a trash violation. Vice President Rodriguez seconded the motion. Vote: 4 yes, 1 no.

Regarding Lot 52, President Smith made a motion that probable cause exists for a hearing. Vice President Rodriguez seconded the motion. Vote: 4 yes, 1 no.

Regarding Lot 101, President Smith made a motion that probable cause exists for a hearing. Vice President Rodriguez seconded the motion. Vote: 3 yes, 1 no, 1 abstain. Motion passes.

Regarding Lot 189, President Smith made a motion that probable cause exists for a hearing. Director Benore seconded the motion. Vote: 4 yes, 1 no.

Regarding Lot 259, Director Benore made a motion to assess the owner the full amount of a violation charge of \$900. Secretary Hammel seconded the motion. Vote: 4 yes, 1 no.

At 9:09 pm President Smith made a motion to adjourn. Director Benore seconded the motion. Vote: 5 yes.