

NEWINGTON COMMUNITY ASSOCIATION
BOARD OF DIRECTORS' MEETING – June 3, 2015
Minutes of the Meeting – NCA Pool House Meeting Room

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

APPROVAL OF MINUTES

Treasurer Whitt made a motion to accept the May 6th monthly board meeting minutes with an amendment. The President and CM both had a vote taken in their notes but no record of a motion. “A motion was made to not waive any fees associated with delinquency” was removed and replaced with “There was a consensus among the board to not waive any fees associated with the delinquency but no formal vote was taken.” Director Smoczynski seconded the motion. Vote: 3 yes, 1 abstain. The Board will rectify by making a motion during this meeting.

Treasurer Louise Whitt made a motion to accept the May 6th monthly board meeting executive session minutes as written. Vice President Benore seconded the motion. Vote: 3 yes.

HEARINGS

Lots 84, 87, 275, 298, 558 and 540 all had a scheduled hearing as an opportunity to comment on a rule violation but were not in attendance. Lot 300 was in attendance.

COMMUNITY FORUM

A resident stated that for the past few years he has listed his son and grandkids as living with him to get them pool passes but this year he was not able to get them without proving they lived in NCA. He felt he was being targeted and this was petty since the pool is never full. He likes the convenience of not having to attend the pool with his guests and protests the policy. The Board stated this is done to protect NCA, for insurance purposes and to keep the pool private. Guest credits can be used to bring guests to the pool.

This individual was also concerned with the Board having secret meetings. The State statutes allow executive sessions. There are limitations on what subjects a Board goes into executive session to discuss, and all votes are held in open session, as required by law.

COMMITTEE/BUSINESS REPORTS

Treasurer's Report, Louise Whitt

Treasurer Whitt stated she has one volunteer for the budget committee. NCA will realize approximately \$15,000 in gains from a TIPS that matured this year. The CM will contact the auditor to get an estimate of the effect on taxes in 2016 so this can be included in the budget.

Community Manager (CM) Report, Lori Randall

- *Disclosure Packets: 7863 Godolphin*
- *Asphalt paths/stream crossing update: County has approved bridge design. Engineer is putting RFP out for path work and both stream crossings.*
- *Brandeis Way renovation: Schedule begins with concrete work on long Brandeis June 8th at 6 am.*
- *Getty and Marconi playgrounds complete.*
- *Waiting on scheduled painting of Moline addresses and tic marks.*

- *Prepared performance evaluation form for President to complete.*
- *Yard sale successful*
- *Tall grass is a problem throughout community. At least 118 door hangers distributed. Have called Department of Health on four unit. FCHA has three vacant properties that are not being mowed.*
- *Computer for security cameras not working properly. Has been serviced but computer memory capacity is very old.*
- *Ordered tables, umbrellas and chairs for pool. \$1,800*
- *Contractor is recommending automatic pool chemical control. \$3800*
- *Pool's opening weekend was uneventful.*
- *Contractor reported damage to common grounds behind home on Luce. Quote \$250 to repair. (pic)*

Resident Complaints/Issues/Comments

- *Illegal activities at end of Delong. Resident is contacting police.*
- *Positive comment on putting a survey in the newsletter.*
- *Men's showers at pool not working*
- *Resident was not given access to pool without pool passes. Feels lifeguards should have been able to give out pool passes.*
- *'Grey' is a wood color*
- *Resident received letter on late assessments. Resident's bank shows paid. Unhappy with summit and not being able to get this rectified. CM called summit and was informed that they needed a copy of the check to investigate but for concerns of identity theft, resident isn't providing the necessary information. Doesn't understand why he can't just give them the information that is on the check to verify if they received the funds or not.*
- *Shrubs on short Brandeis are not maintained, interfere with car, and attract insects. (pic)*

Additionally the storm drain behind the Marconi Court tot lot was reported as clogged. Anyone can report a clogged storm drain to the County. A phone number is in the monthly newsletter. President Rodriguez suggested the CM look into whether we get insurance discounts for the security cameras at the pool house/office. The construction on Brandeis will last two to three weeks. The recommendation of an automatic pool chemical controller will be discussed as part of the agenda. To date, 24 surveys have been completed online and 2 paper surveys were submitted. The Board discussed how to prevent people from driving on common grounds. Trees/shrubs could be used in the biggest problem areas. The CM will get pictures and quotes for the Board.

Planning and Development, Lou Tobat

Lou noted the progress on the ramp from the Fairfax County Parkway to the Fairfax County Parkway at Rolling Road. The ramp will become two lanes. There is no timetable for its completion.

Personnel Compensation Procedures, Chris Hammel and Kevin Benore

The Board was given a copy of the draft Employee Compensation Policy. Some of their comments were incorporated into a new draft. Chris noted the amount of time the CM contributed to working on the policy. Because Kevin was not in attendance, further discussion will be postponed until next month.

Amending CCRs Committee, Beth Rodriguez

Beth held a meeting Tuesday, June 2nd. Five people attended. Draft minutes were shared with the Board. The goal of the committee is to address allowing political signs and decreasing the number of

owners needed to amend the CCRs with the primary focus being to reduce the percentage for amendments to match the State POA. They felt the amendments should be a two step process. They intend to reach out to the community for opinions on what other sections of the CCRs might need to be amended. Some board members felt that multiple amendments should be presented at the same time. There was discussion about having an attorney review the CCRs for inconsistencies, not just the logistics of getting the required 75% signatures. A board member mentioned that another association has consulted with an attorney, their CCRs need to be amended but they are having a difficult time getting the required signatures. The CM mentioned the new law that allows the Circuit Court to reform documents for after an association has made attempts to amend their governing documents.

GENERAL BUSINESS – Old

Tennis Court Repairs – As a continuation of last month’s discussion on Reserve maintenance for 2015, the Board was given an updated quote to repair the tennis courts plus a second quote. One contractor quoted standard crack repair with paint touch up and one quote for standard resurfacing with crack repair. There was an option on both quotes for Armor Crack Repair which has a five year warranty. The second contractor quoted standard resurfacing with crack repair and a one year warranty. President Rodriguez made a motion to contract with Mid Atlantic for Armor Crack Repair with touch up paint at a cost of \$9375. The cost will go up if the linear feet of cracks has increased since they last measured. Secretary Hammel seconded the motion. Vote: 3 yes, 1 no.

New deck process, deck helmet – A resident would like to apply Deck Helmet to their existing deck. The Architectural Standards do not address this. The Standards specifically do not allow the painting of decks. The Standards allow the use of composite wood but the wood on this particular deck is not being replaced. The request is for either grey or cedar. The approval was denied but up for consideration after obtaining a sample. President Rodriguez made a motion to not allow Deck Helmet. It is not a composite wood or a clear preservative. The material covers the wood like a paint or stain, which is not allowed. Secretary Hammel seconded the motion. Vote: 4 yes.

Enforcement of trash policy, POA 55-513.C – The CM informed the Board of changes to the POA, specifically 55-513.C on rule enforcement that became effective last year. The NCA policy on Assessment Charges for Rule, Covenant and Architectural Violations was presented to the Board with revisions. The CM stated she is using door hangers for tall grass but will need to send a copy of those door hangers to the owners when the NCA address is not the address of record. She is also sending a newly revised letter for anyone who has a trash violation. After the addition of “55-513” after “Virginia’s Property Owners’ Association Act”, the Board agreed with the changes made to the policy and it will be posted in the newsletter for community review.

GENERAL BUSINESS – New

Automatic Pool Chlorinator – The pool contractor recommends installing automated pool chemical controllers at a cost of \$3800 per pool. President Rodriguez made a motion to not purchase the chemical controllers for the pools. Secretary Hammel seconded the motion. Vote: 4 yes.

At 10 pm Director Smoczynski made a motion to convene to executive session to discuss hearings, and hearing updates. Secretary Hammel seconded the motion. Vote: 4 yes.

At 10:30 pm Secretary Hammel made a motion for the Board to reconvene to the regular meeting. Treasurer Whitt seconded the motion. Vote: 4 yes.

Regarding Lot 84, Secretary Hammel made a motion to assess the owner \$10 a day for up to ninety days starting in two weeks. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 87, President Rodriguez made a motion to waive an assessment for an architectural violation since the violation had been corrected. Secretary Hammel seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 275, Secretary Hammel made a motion to waive an assessment for an architectural violation since the violation had been corrected. President Rodriguez seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 298, Secretary Hammel made a motion to assess the owner \$10 a day for up to ninety days starting July 1st to give time for the owner to finish the repairs that have been started. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 300, Secretary Hammel made a motion to assess the owner \$10 a day for up to ninety days starting July 1st to give time for the owner to finish the repairs that have been started. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 540, Secretary Hammel made a motion to assess the owner \$50 for the tall grass violation if when the CM looks at the property tomorrow the grass still has not been cut. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 558, Secretary Hammel made a motion to assess the owner \$50 for the tall grass violation if when the CM looks at the property tomorrow the grass still has not been cut. Director Smoczynski seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 400, President Rodriguez made a motion to assess the owner \$10 a day for up to ninety days starting in two weeks for an architectural violation. Secretary Hammel seconded the motion. Vote: 3 yes, 1 no.

Regarding Lot 189, President Rodriguez made a motion that the violation has not been corrected and would like to get the attorney's opinion on proceeding with injunctive relief. If the attorney responds with concerns, the Board will be informed before any further action is taken. Secretary Hammel seconded the motion. Vote: 2 yes, 1 abstain, 1 no. Motion did not pass.

Last month Rees Broome sent a letter to the Board asking if they would like to waive late fees due to specific circumstances, death of trust owner and trustee's issues with property management company. President Rodriguez made a motion to not waive any fees incurred on the property. Secretary Hammel seconded the motion. Vote: 3 yes, 1 no.

At 10:01 pm Director Smoczynski made a motion to adjourn. President Rodriguez seconded the motion. Vote: 4 yes.