



# Inside Newington Station

The Monthly Newsletter of the Newington Community Association  
August 2008

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## NCA BOARD OF DIRECTORS' MEETINGS

Wednesday, August 6, 2008

Thursday, August 14, 2008\*\*

Wednesday, September 3, 2008

Wednesday, October 1, 2008

### \*\*ANNUAL BOARD MEETING

7:30 pm at

Pohick Church Meeting Room  
9301 Richmond Highway

Meetings start at 7pm - Pool House  
and are open to all NCA residents

## E-Announcement



Don't forget to sign up for the NCA  
Distribution List - send an email to:  
announcement@newingtoncommunity.org

## PRESIDENT'S CORNER

By Armand Boyd

Another year has passed and it's time to reflect on my first President's Corner. My main message was improving our community. We continue to diligently work to get our common areas improved. There are ongoing discussions about the basketball court, tennis courts, gardens and the pool. After years of discussion Moline has finally been rebuilt and resurfaced. I want to thank all of the residents living on Moline for their patience during this much needed and important repair.

A second goal of mine was to see more community involvement. Unfortunately, I still haven't seen a full house at any of our monthly meetings. Attending these meetings gives everyone a better understanding of the issues and complexities of running a community association. It's not too late. Every Board member has busy lives just like the residents. We juggle, jobs, families, schooling and many other responsibilities. That is why this year we are expanding our Board from seven to nine. There are two open positions to be voted on at the annual meeting. It is not too late to take the step towards volunteering in a Board capacity. Nominations will be taken from the floor. I hope to see many new faces and all those seats filled.

I am going to wrap up this month's newsletter by announcing my resignation from the Board. Although I have enjoyed the challenges of being President, I have decided to spend my free time volunteering at my children's school and other activities. When I joined the Board, my main goal was to bring some civility and compassion to the Board. I wanted to make the Board more about people than rules and regulations. I hope that over the last year the Board has been more compassionate. There will be three new Board members and new officers after the annual meeting. This is your chance as a resident to have input. Please come to the annual meeting and voice your concerns.

I thank everyone for allowing me to be your Association President for the last year. It is time for me to spend time at cub scouts, ballet and sporting events.

Thank you and please get involved in your community.

# NEWINGTON STATION DIRECTORY

<http://www.newingtoncommunity.org>

## NCA COMMUNITY OFFICE

703-455-3606

Fax: 703-455-0013

Hours:

Monday 9:30 a.m. to 12:30 pm

Wednesday and Friday 10 a.m. to 3 p.m.

Tuesday and Thursday 9 a.m. to 1 p.m.

Community Managers:

Lori Randall, Rosemary Gil

Email: [manager@newingtoncommunity.org](mailto:manager@newingtoncommunity.org)

## BOARD OF DIRECTORS

President - Armand Boyd (Aug '09)

V. President - Al Roy (Aug '10)

Treasurer - David Rundgren (Aug '10) 571-238-7916

Secretary - Chip Catherine (Aug '09) 703-343-5487

Member - John Nolan (Aug '09) 703-569-0531

Member - Kimberly Nagel (Aug '10) 703-919-2162

Member - Neil Oxendine (Aug '10)

## ARCHITECTURAL CONTROL COMMITTEE

Board Liaison—Kimberly Nagel 703-919-2162

## NEIGHBORHOOD WATCH

Liaison—Armand Boyd

## PUBLICITY COMMITTEE

Liaison—Armand Boyd

## PLANNING AND DEVELOPMENT

Chair—Lou Tobat

Liaison—John Nolan 703-569-0531

## RECREATION COMMITTEE

Chair—Lori Randall (*position available*)

Liaison—Neil Oxendine

## MAINTENANCE COMMITTEE

Al Roy (lawns, trees, paths and tot lots)

Neil Oxendine (streets)

Chip Catherine (pool, ballfield, lights) 703-343-5487

**September Newsletter Deadline:  
August 15, 2008**

## USEFUL TELEPHONE NUMBERS

Emergency 911  
Non-Emergency (Police & Fire) 703-691-2131  
American Disposal Services 703-368-0500  
Animal Control/Shelter 703-830-1110  
Cox Cable 703-378-8422  
Domestic Violence Hotline 800-838-8238  
Dominion Towing 703-730-1177  
Dominion Virginia Power 1-888-667-3000  
Fairfax Connector 703-339-7200

[www.fairfaxconnector.com](http://www.fairfaxconnector.com)

Fairfax County [www.fairfaxcounty.gov](http://www.fairfaxcounty.gov)

Fairfax County Housing Authority

Selena Davis 703-704-6758

Fairfax County Storm Water

Management (not State streets) 703-934-2800

Fairfax Water 703-698-5600

Key Middle School 703-313-3900

Lee High School 703-924-8300

Lorton Fire and Rescue 703-339-5141

Lorton Landfill 703-690-1703

Poison Control 202-625-3333

Pool (emergencies only) 703-455-9873

Saratoga Elementary School 703-440-2600

Streetlights 1-888-667-3000

Summit Management (previously known as Kim,

Conway and Associates) 703-360-0904

Supervisor Gerald Hyland 703-780-7518

Virginia Highway Department

(Snow—State Roads Only) 703-339-5556

Virginia Railway Express 1-800-RIDE VRE

Voter Information 703-222-0776

West Springfield District Police 703-644-7377

Zoning Office (Barking Dog Complaints)

Mon.-Fri., 8am—4:30 pm 703-324-1300

## Newsletter Distributors

Kathy Anderson	Monica Ferris	Liz Pelletier
Amanda Baird	Peggy Fields	Lori Randall
Ev Byrd	Pam Gross	Roche Family
Karen Chauvin	Arthur Kanakis	Mike Smith
Gladys Diaz	William & Mary Loy	Spinelli Family
Robbie Douthwaite	Heather Neimeyer	Regina Watson
Sarah Douthwaite	Coordinator - Cheryl Austin	

**NEWINGTON COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS' MEETING –**

July 2, 2008

Proposed Minutes of the Meeting

**OLD BUSINESS**

**EMAIL VOTES THAT OCCURRED SINCE  
LAST MEETING**

- Lot 471 had a probable cause vote for an architectural violation (grass). 7 votes, all yes.
- Lot 148 had a probable cause vote for a covenant violation. 7 votes: 6 yes, 1 no.
- Lot 59 had a probable cause vote for an architectural violation (grass). 7 votes, all yes.
- Lot 146 had a probable cause vote for a covenant violation. 7 votes, all yes.
- Lot 285 had a probable cause vote for an architectural violation (grass). 6 votes, all yes.

**HEARINGS AND APPEALS**

Vice President Al Roy read the lot numbers that would have an opportunity for hearing. No one was in attendance.

**COMMUNITY FORUM**

A resident had received a letter about the black streaks on his roof. The resident was looking at the cost to fix the streaks and had some questions for the Board. If a fine is assessed, how is it determined? Director Nagel explained the violations process and that the charge was determined by the Board. It was noted that violations of a continuing nature usually were charged at \$10 per day up to ninety days but single day offenses were charged a one time \$50 assessment. He explained that he has not been able to get many contractors to look at the roof but one that looked at it thought the asphalt was bleeding through. The roof was put on in 1993. He wanted to know how many other homes had been cited for the black streaks. He was told six other homes were cited and that some have made attempts to clean. There is one home that used a chemical because the black on the roof was mold, not deteriorating shingles, which completely fixed the violation. The resident asked for names of contractors that he could use. The Board explained that NCA does not maintain a list of contractors. Treasurer Rundgren said he had the name of a contractor for the resident and they exchanged information.

Lou Tobat informed the Board that there were meetings held on the Fairfax Parkway and Engineer Proving Ground work but he was unable to attend. The plan for Rolling Road is unknown at this time.

**APPROVAL OF MINUTES**

Director Nolan made a motion to accept the minutes of the June 4, 2008, Board of Directors meeting. Secretary Catherine seconded the motion. Vote: 5 yes.

**FINANCE**

The Community Manager, CM, asked if there had been a vote on the 2006 audit after President Boyd emailed copies to everyone. She was aware that two Board members had approved it. For the record, Director Nagel made a motion to accept the 2006 audit. Treasurer Rundgren seconded the motion. Vote 5 yes.

With the completion of the 2006 audit, the President has filed a claim to NCA's insurance carrier under the employee dishonesty policy for a total of \$12,115.

....Continued Page 4

**"YOU'RE THE HEART OF MY BUSINESS"**

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**PROSPERITY REALTY LLC**

EQUAL HOUSING OPPORTUNITY \*Resident of Newington Station for over 25 Years REALTOR

Director Nagel asked the Treasurer if the Board will see the draft 2009 budget before the annual meeting. Treasurer Rundgren said he worked with the CM for two hours and has a draft and wants to discuss it with Vice President Roy before presenting to the Board and the community. The two Board members will schedule a meeting soon and VP Roy asked that an electronic copy be sent to him.

The CM presented to the Board information on 2008's write-offs to date. Earlier in the year the emails provided from the attorney and accountant included both outstanding assessment balances and outstanding legal fee balances. The request for a write-off in June was for the assessment balance only. After inquiry, the CM wanted to make the Board aware that the only portion of the write offs the Board voted on, that are recorded in bad debt, are the assessments. That makes the total year to date write offs \$4,173, not \$5,321 which matches the income statement. The loss in legal fees is evident from the fact that the legal fees expense is currently at \$10,000 and the legal fee income is at \$1,500. Historically, these balances have offset each other. VP Roy stated this isn't as big a concern since \$20,000 was budgeted to cover the attorney expense. The Board discussed the need to pass a motion. Director Nagel made a motion to revise the write-offs in 2008 to exclude legal fees so that the total is \$4,173, not \$5,321 as of July 2, 2008. Secretary Catherine seconded the motion. Vote 5 yes.

### **ARCHITECTURAL CONTROL**

Director Nagel had no additional information to present to the Board on the Architectural Standards update. The CM asked the Board to consider voting on the changes at this Board meeting since architectural violations have not been cited over the past eight months in anticipation of revised sections to the Architectural Standards. Changes had been presented to the Board at the May meeting, the changes were posted in the newsletter and last month the Board supported some additional minor changes. The only section that is incomplete is the new section on Siding which could wait until Director Nagel completes it. VP Roy stated he hadn't had a chance to review them yet but would put them out for an email vote if the CM would email him a copy.

Director Nagel had no additional information on the architectural inspection process. This was tabled for the next meeting.

NCA's attorney emailed the office wanting to know the status of the three properties that received letters on architectural violations and if NCA wants to proceed to filing lawsuits. Minor or no changes have occurred on these properties and a letter was sent to the joint owner of one of the properties who was not yet aware of the situation. Further discussion will be held in Executive Session.

### **GENERAL**

Discussion on the basketball courts and tennis courts has been tabled until President Boyd returns.

One resident had a complaint about tree branches being too close to her home. VP Roy explained that he spoke to the resident and has followed up with a letter stating there doesn't seem to be a compelling reason to remove the tree or its branches and that she could always appeal to the entire Board if she wanted.

The CM asked the Board last month if they wanted to go out for bid on the trash contract. After reviewing the contract, she informed the Board that it does not expire until December 2009. During conversations on this topic, everyone realized that in one spot on the contract it shows four years and on the other three years. The CM will contact the trash company to find out what they think is the end date of the contract. Treasurer Rundgren noted that there is a July 4<sup>th</sup> pick up.

### **MAINTENANCE**

Pool – Secretary Catherine drafted and President Boyd sent a letter to the pool contractor outlining some of the maintenance issues with the pool and asked for clarification on what maintenance/service is covered in the pool contract and what the community would need to contract separately for. In the letter NCA's expectation for future improvements were outlined with a request for assistance in these matters. He stated the diving board was broken and not set properly and that the pool had run very low on toilet paper and didn't know who was responsible. After reviewing the contract, toilet paper was clearly outlined as the responsibility of the contractor, Dominion Aquatics.

The Moline repavement project is well under way. There is a lot of concrete curb and gutter work and there was some additional work that was brought up at the last minute that will need to be done. Additionally, sidewalk/gutter work that was defined for Moline place in the sidewalk, gutter and path report will also be repaired while the trucks are already there. Concrete work will continue through the 8<sup>th</sup>, then there will be a brief break and asphalt work will start on the 14<sup>th</sup>. Asphalt work should be completed by the 18<sup>th</sup>.

....Continued Page 6

## POOL PARKING LOT POLICIES AND PROCEDURES REMINDER

The new term for assigned spaces will run from October 1 through September 30. In order to ensure fair application for use of the fenced enclosure and the additional 20 non-fenced spaces, anyone interested in placing their boats, campers, or trailers at the pool parking lot must submit an application. One application will be accepted per property. All owners are eligible or they may assign that eligibility to the current resident. Documentation that shows proof of ownership of the designated vehicle in the name and address of the applicant will be required. All vehicles must fit entirely into the parking space assigned. No commercial vehicles or vehicles in excess of 10,000 pounds will be allowed. All vehicles must conform to the current NCA parking policies including current government required licenses and stickers and being in good running condition. Watercraft must have current stickers required for watercraft operation.

**THIS APPLICATION PROCESS IS REQUIRED EVEN FOR THOSE INDIVIDUALS WHO ALREADY HAVE A VEHICLE OR TRAILER PARKED IN THE POOL PARKING LOT, BOTH INSIDE AND OUTSIDE THE FENCED ENCLOSURE.** All spaces both inside and outside the fence will be assigned by a lottery held during the first business week of the month prior to the beginning of the term. Spaces will be assigned in the order drawn. If there are more applications than spaces, these will be designated alternates based on the order drawn. There will be a \$50 service fee for all vehicles assigned to a space inside the fenced enclosure. If an assigned space is not being used, the space will be forfeited and reassigned. For all interested persons, an application (see page 11) is included in this newsletter that needs to be returned to the community office by September 1, 2008.



Pam Boe, CRS  
703-503-1888

### Pam Boe's Newington Station Update

**Available for Sale:**

Twelve 3-level townhomes with list prices ranging from \$234,900 to \$359,000

**Under Contract:**

Six 3-level townhomes listed from \$245,000 to \$274,900  
One single family home listed at \$499,950

**For Rent:**

None

#### What Does it Take to Sell a Home in Today's Market?

Pam knows what it takes to sell your home, having sold real estate since 1983. When you contact Pam, she will meet with you and share her marketing plan that gives your home maximum exposure. This plan includes a comprehensive market analysis and recommendations to help your home show at its highest potential. In addition, you will receive Long and Foster's exclusive video "Preparing for the Buyers Eye" in VHS or DVD.



The residents of Moline Place have been cooperative with staying off the streets. The CM asked the Board for their support in having the tow company enforce towing on the street. No cars should be parking there through the July 4<sup>th</sup> weekend. The concrete work has a minimum two day curing period. The Board agreed this is an extremely expensive job and no one should be on the street.

**COMMON GROUNDS**

Vice President Roy explained that he had asked Blade Runners for a three to five year plan for common grounds improvements. All Board members had been emailed a copy of the draft plan. Members found the layout confusing. Because a single garden could cost as much as \$5000, VP Roy asked if NCA were to go with the plan and implement, would NCA be able to expense it as a reserve item given that these expenses would be related to common ground improvements and maintenance which would be considered an allowable expense. The CM mentioned that common grounds were not part of the current reserve budget plan and that the amount of money currently put into reserves should not be used for something that has not been included in the reserve budget. VP Roy reiterated that because improvements as identified in Blade Runners proposal weren't budgeted or included in the reserve plan, did not obviate the Board from moving forward if the Board supported and approved the work. The CM stated that there is a \$7500 line in the operating budget for common ground improvements and that NCA could do the turf renovations that were recommended, that so many residents have asked for, and only spend \$2500 of that line. It was further discussed that since some items in the plan are not necessarily ready to be replaced or repaired, the reserve plan could be revisited to include Blade Runners proposal and be implemented as soon as next fiscal year. The recommendations by Blade Runners are a first draft and will require further review.

Vice President Roy stated that a resident had complained about the bushes on her street being too tall and a safety hazard at night. He has surveyed the community and believes there are several areas that could benefit from a hard pruning that is not currently in the yearly services. VP Roy will contact blade runners to have them provide a quote to perform this work.

A resident asked about her neighbor's tree that is leaning towards her property. Director Nagel stated

she had lost track of the email and hasn't had a chance to look at it but will take care of it shortly. Someone asked if Blade Runners could take care of it. Because the tree is on private property, the covenants state that if the Architectural Committee deems it detrimental, then the owner of the property with the tree will be given an opportunity to fix it.

At 9:05 pm, Treasurer Rundgren made a motion to adjourn to Executive Session to discuss hearings, legal response from attorneys and staff salaries. Secretary Catherine seconded the motion. Vote: 5 yes.

**EXECUTIVE SESSION**

At 9:15 pm, Secretary Catherine made a motion to leave Executive Session and return to Open Session. Treasurer Rundgren seconded the motion. Vote: 5 yes.

**OPEN SESSION**

Vice President Roy stated that the annual increase for NCA employees had been discussed and a maximum 5% had been approved.

Regarding Lot 70, Director Nagel made a motion to assess the owner \$50 for the trash violation. Director Nolan seconded the motion. Vote: 5 yes.

Regarding Lot 543, Secretary Catherine made a motion to assess the owner \$50 for the trash violation. Director Nolan seconded the motion. Vote: 5 yes.

*....Continued Page 9*

**Computer Problems?  
Network Got You Down?  
We Make House Calls**



- Sales
- Service
- Repairs
- Upgrades
- Virus Protection
- Spyware Removal
- Secure Wireless Networking
- New Purchase Recommendations
- Network Design and Management
- VPN and Other Telecommuting Options

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**703-250-0382**

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Present coupon when ordering.  
One coupon per customer per visit.  
Not valid with any other offer.

# Newington Community Association Annual Meeting

**Thursday, August 14, 2008**  
Pohick Church Meeting Room  
9301 Richmond Highway  
Lorton, Virginia 22079

8:00 P.M. (Regular meeting starts at 7:30 pm)

The annual meeting will include elections for two positions on the Board of Directors, increasing the current Board from a seven member Board to a nine member Board.

One nomination has been received to date:

## **Ms. Rita Steele, Moline Place**

Ms. Steele has actively volunteered in the community in the last year and has attended many of the meetings. She would like to become a more active participant by becoming a Board member.

**Nominations will continue to be accepted at the community office or by any Board member. Nominations may also be made from the floor at the annual meeting.**

Your attendance is valued at these meetings.

<b>DOOR PRIZES AT MEETING</b>
-------------------------------

### **\$50 cash!**

You are eligible to win *only* if you complete and return your proxy to the community office before 12:00 PM Wednesday, August 13<sup>th</sup>

*(Limit of one proxy per NCA owner. You must be a member in good standing.)*

### **\$100 cash!**

You are eligible only if you attend the annual meeting on Thursday, August 14<sup>th</sup>.

*(Limit of one per NCA owner. You must be a member in good standing.)*

**NEWINGTON COMMUNITY ASSOCIATION**

\*\*\* At Newington Station \*\*\*

P.O. Box 351, Springfield, VA 22150

703-455-3606; [www.newingtoncommunity.org](http://www.newingtoncommunity.org)

**EXTERIOR PROJECT REQUEST FORM**

**Submit form for any exterior addition, alteration, modification or change**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Property Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Telephone #: Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Owner's Signature (or authorized agent): \_\_\_\_\_

Type of Project (check one)

**Painting Project:**

What is to be painted? \_\_\_\_\_

Type/brand name/color of paint (include paint chart/sample) \_\_\_\_\_

**Painting Shutters:**

Brand and color (provide paint chart/sample) \_\_\_\_\_

**Replacing Shutters:**

Color: \_\_\_\_\_

Style: Straight-top louver, Arch-top louver, or Solid panel? Circle One.

**Roof/Shingle Projects:**

Brand name & color of shingles: \_\_\_\_\_

**Deck Projects:** Neighbors must be informed. Provide plans that will be submitted for Fairfax County building permit.

**Fence or Shed** (description/size): \_\_\_\_\_

**Other:**

Description of Project:

Please provide a picture, prepare a sketch or narrative description (with dimensions) of the project. Indicate what materials will be used and where the project will be located on the property. If necessary, include a site plan with home location and indicate where the alteration will be located on the property.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

**Consult NCA Architectural Guidelines for existing policies. Applicant is solely responsible for obtaining Fairfax County building permits.**

Please mail this request to the above address. Enclose a stamped, self-addressed envelope. A copy of this request will be **returned to you within 30 days** of NCA receiving this form. Wait for a reply before buying materials or starting any project.

----- office use only -----

**ARCHITECTURAL REVIEW ACTION**

Advisory Committee:

Date received: \_\_\_\_\_

Date of action: \_\_\_\_\_

Holding for additional info.: \_\_\_\_\_

Forwarded date: \_\_\_\_\_

Recommendation: \_\_\_\_\_

Chairperson: \_\_\_\_\_

Control Committee:

Date received: \_\_\_\_\_

Date of action: \_\_\_\_\_

Date returned: \_\_\_\_\_

**Request is:**

**Approved/Disapproved\***

Board Action:

\_\_\_\_\_  
(NCA Board President ) (date)

\_\_\_\_\_  
(NCA Board Vice Pres.) (date)

\_\_\_\_\_  
(NCA Board Secretary) (date)

\*Comments: \_\_\_\_\_

\_\_\_\_\_

Regarding Lot 138, Secretary Catherine made a motion to assess the owner \$50 for the covenant violation. Director Nolan seconded the motion. Vote: 3 yes, 2 no.

Regarding Lot 139, Secretary Catherine made a motion to waive any assessment for the architectural violation since the violation no longer exists. Vice President Roy seconded the motion. Vote: 5 yes.

Regarding Lot 6, Secretary Catherine made a motion to assess the owner \$10 a day until the architectural violation is corrected, starting July 15, 2008. Director Nagel seconded the motion. Vote: 5 yes.

At this point, Vice President Roy had to excuse himself from the meeting.

The CM presented to the Board various lots that had received notices on being assessed \$10 a day starting on specific days. With regard to Lot 331, Secretary Catherine made a motion that this resident has reached the maximum 90 days without correcting the violation. Director Nolan seconded the motion. Vote: 4 yes. With regard to Lot 338, Treasurer Rundgren made a motion to assess the owner for 13 days. Secretary Catherine seconded the motion. Vote: 4 yes. Regarding Lot 129, Director Nagel made a motion that the violation had been corrected and no assessment should be charged. Secretary Catherine seconded the motion. Vote 4 yes.

Regarding Lot 477, Director Nagel made a motion that probable cause exists and this resident should have a hearing on their architectural violation. Secretary Catherine seconded the motion. Vote: 4 yes.

The Board discussed the outstanding architectural violations on three properties that received letters from the attorney. The CM stated that only minor changes had occurred on one property and nothing on the other two. She also mentioned that the one property has two owners and she forwarded the attorney's letter to the second owner of the one property because they have been responsive in the past. The next step is to proceed to filing a lawsuit. This was tabled for the next meeting.

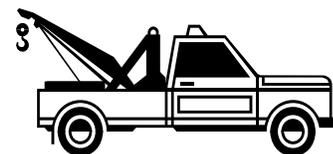
Director Nagel made a motion to adjourn the meeting at 10:05 pm. Treasurer Rundgren seconded the motion. Vote: 4 yes.

**NEXT BOARD MEETING:** August 6, 2008 7:00pm, Pool House, open to all NCA residents.

\*\*\*\*\*

## REMINDERS

- **Yard / Garage Sales and Flea Markets are prohibited on NCA streets and common grounds**
- **Moving out? PODS (temporary on site storage containers) are not allowed on NCA's private streets**
- **Towing enforced on NCA private streets**
  - **Never park on a yellow curb or double park**
  - **Commercial vehicles are prohibited**
  - **Vehicles must be in running condition and display current safety inspections and registrations**



Now Enrolling for Fall 2008  
**ST. CHRISTOPHER'S PRESCHOOL**  
*"A Loving Place to Learn"*  
Morning Preschool (9:30 - 12:30)  
September to May - 2 to 5 days a week  
Ages: 2½ to 5

6320 Hanover Ave. Springfield, VA 22150  
(703) 451-1845 [www.saintchristophers.net](http://www.saintchristophers.net)

## NCA NOTICES

**LOST AND FOUND:** A key was found by the mailboxes on Gwynedd Way. Please call community at 703-455-3606 to claim.

\*\*\*\*\*

A single key was found on Northumberland possibly by someone from Moline who was parking out on the street during construction. Call NCA Office at 703-455-3606 to claim.

\*\*\*\*\*



**NEWINGTON COMMUNITY ASSOCIATION  
POOL LOT PARKING – APPLICATION FOR 10/1/08 THROUGH 9/30/09  
\$10 Non-refundable Fee**

Date: \_\_\_\_\_

**CHECK ONE:**

\_\_\_\_\_ I would like to apply for a space inside the pool parking lot fenced enclosure. I understand there will be a \$50 service fee if I am awarded one.

\_\_\_\_\_ I would like to apply for a space outside the pool parking lot fenced enclosure.

Lot Number: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: Home \_\_\_\_\_ Cell \_\_\_\_\_  
Work \_\_\_\_\_

**VEHICLE DESCRIPTION:**

Type of Vehicle: \_\_\_\_\_ Color: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Make: \_\_\_\_\_

Vehicle License Number and Vehicle ID Number (including State): \_\_\_\_\_  
\_\_\_\_\_

Trailer License Number (including State): \_\_\_\_\_

Transfer of Use: I assign the use of the NCA Pool Parking Lot to the resident occupant of my lot.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

**Instructions:**

Complete this form.

**Enclose** a check payable to NCA for \$10 for the application.

**Enclose** copies of documents that show proof of ownership of vehicle.

Ensure your vehicle is in good running condition and has all current tags, licenses, and stickers.

This form must be received by **September 1, 2008** to:

NCA  
P.O. Box 351  
Springfield, VA 22150

I have read the NCA Pool Lot Parking Policies and Procedures and agree to abide by them.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

-----  
For Office Use: Date received \_\_\_\_\_ Check # \_\_\_\_\_ Proof of Ownership (Y/N)  
Vehicle Qualified (Y/N) \_\_\_\_\_ Space Assignment \_\_\_\_\_

# PROXY

For  
Election of NCA Board of Directors  
August 14, 2008

I, \_\_\_\_\_ of \_\_\_\_\_,  
(name) (Newington address)

Lot # \_\_\_\_\_, being (a) member(s) in good standing of the

Newington Community Association, under the provisions of the duly

recorded legal instruments governing said Association, do hereby grant (my)

(our) proxy to \_\_\_\_\_ of \_\_\_\_\_.  
(name) (address)

This proxy, which is executed for the Annual Meeting scheduled for August

14, 2008, gives full rights to the proxy holder to cast his/her vote(s) as he or

she sees fit regarding Board of Directors Elections, unless other instructions

are specified:

---

---

---

\_\_\_\_\_  
(signature, member)

\_\_\_\_\_  
(signature, proxy)

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(date)

All proxies that are designated to "Board Member" or left blank will be distributed equally to all current Board members to vote. Odd numbers of proxies will be distributed to Board Members by seniority. All other proxies will be voted by the person designated above. You may give this proxy to a neighbor who will be attending the meeting or to a Board Member.