

**NEWINGTON COMMUNITY ASSOCIATION  
MONTHLY BOARD OF DIRECTORS MEETING  
JANUARY 3, 2018**

**CALL TO ORDER**

President Benore called the meeting to order at 7:02 pm.

**MEMBERS PRESENT**

President Kevin Benore, Vice-President Sarah Jernigan, Treasurer Dennis Kruse, Secretary Beth Rodriguez and Director Stacey Perritt. Director Florence Smoczynski and Parker Watson were not in attendance.

**PRESIDENT'S COMMENTS**

President Benore encouraged everyone to stay warm and safe during the polar “bomb” cyclone that we are experiencing.

**COMMUNITY FORUM**

Residents raised the following issues:

1. Traffic Calming initiative. Resident wanted to know the history of this issue. He was told that this initiative was started by Saratoga Community Association but NCA residents are affected with four possible speed humps. NCA was brought in so we could facilitate for our residents, who live off of Northumberland, voting on this issue. The Commonwealth of Virginia Department of Transportation will be conducting the election. Various methods of educating community members on this issue were discussed such as [www.newingtonstation.nextdoor.com](http://www.newingtonstation.nextdoor.com), flyer, newsletter and website.
2. Resident placed Slow Down signs on Moline which the Association removed. Resident explained they were trying to address problem of speeding cars. They were told about the restriction of signs in our covenants. It was further discussed about the possibility of the Board putting up signs to address this issue.
3. A resident couple asked to talk to the Board regarding a violation letter they had received. They talked about what their plans were to address the violations, but because of the winter weather they may not be able to do so until spring. Issue was on staining balcony, fence and deck. Balcony extended 60 days. Fence and deck will be discussed by Board next month.(This will include 2 other properties with similar violations.)

**HEARING**

Resident sent letter for having a contractor drive on who drove on common ground. Resident was not in attendance.

**APPROVAL OF MINUTES**

President Benore stated the minutes of December Board meeting stand as amended.

**COMMITTEE/BUSINESS REPORTS**

Planning and Development Committee – Lou Tobat

Lou stated he supported efforts to educate everyone who lives off of Northumberland. Lou reported about the Tennis Court work being finished.

Architectural Advisory Committee – Stacey Perritt

Director Perritt reported that the Architectural Committee will be meeting January 16, 2018 at 7:30 pm

in the pool meeting room.

#### Treasurer's Report – Dennis Kruse

NCA expenses continue to track budget in almost all categories. Through the end of November, total operating expenses were approximately 6.5% below budget and income was about 3% above budget. However, accomplishment of work approved under New Business at the December Board meeting will move expenses closer to budget level leaving us with a modest addition to equity at the end of the year.

The November total of all delinquent accounts and the total overdue by more than 90 days are both at the lowest November level in the past four years.

Treasurer Kruse made a motion that the \$30,000.00 quarterly reserves to be put into Eagle Bank MM account for now. Further decision to be done in April, but a permanent decision is waiting the Reserve Planning committee. Vote: 5 yes 0 no.

#### Reserve Planning Committee – Sarah Jernigan

There was no meeting in December. Next meeting will be January 6, 2018 at 11:00 am.

### **GENERAL BUSINESS – Lori Randall**

#### ADMINISTRATIVE

##### Homeowner Communication

- Yard debris pick-up on Finlay Court missed on December 6<sup>th</sup>
- Resident feels the physical address of the office should be posted on website and in newsletter. (*Board discussed putting the street number on the property, but no conclusion reached.*)
- Cars parking in blank spaces on Brainerd and no action being taken.
- A resident on Matisse stated an unknown individual allowed their dog to poop on her sidewalk.
- Concern that a tree near 7712 Lemoyne might be sick.
- Resident noticed 'slow down' signs were removed on Moline. Will attend the January meeting. Would like speed bumps to slow residents down and the signs to be returned.
- Resident considers it an urgent matter that path has not been cleared to behind homes on Brandeis.
- Resident would like newsletter link added to archived newsletter section at the time as posted on homepage.
- Resident responded to homeowner communications section of minutes. The owner of the house at 7726 Lemoyne that burned is still waiting on his insurance company to complete the investigation. He was hoping to rebuild in late December or January. No plans to make any changes to design/exterior appearance.
- Residents felt grounds contractor left pile of leaves in a parking space. Leaves were actually placed there by owner.
- Resident saw tire marks through yard and thought grounds contractor has been doing leaf removal that day.
- Owner felt that architectural violations were not accurate based on language of ARC Standards. The advisory and control committees were asked to look at it.
- More netting needs to be removed that was placed down by Fairfax Water Authority on Brandeis. Still is a trip hazard.
- Concrete sewer cap found in woods with graffiti and found new stop sign in woods. Dragged it up to Northumberland.

#### Actions

- Chair was purchased for the office for \$80.
- 9 letters sent since last Board meeting. 2 hearings scheduled for February meeting
- Drove through to look for architectural, trash and parking violations and to update tree layout in the event Northumberland tree replacement plan is a consideration.
- Handyman work – light bulbs in office and on pool deck, treads for office steps replaced. Stop sign on Kitchener fixed and stop sign in Moline stream moved to office for trash pick up.
- Damaged Kitchener/Delong sign reported to Fairfax County sign department.

#### OLD BUSINESS

1. Employee Handbook - tabled until next meeting. Others will send edits to President Benore.
2. Website Procedures – remanded back to committee chair.
3. Replaced tennis court fence is complete.
4. Tot lot borders are done but another border on Brandeis scheduled to be replaced.
5. Fence along feeder creek to Pohick stream has been removed.
6. Gate on pool fence has been adjusted.
7. Computer back up procedure set up (single external hard drive installed which can be remove as needed and 2<sup>nd</sup> backup using web based program to be researched)
8. Soccer Goals – CM will look into research from last year and seek Mike Frola's help.
9. Baby pool – Mark at Titan reported that the baby pool is not holding water pressure. A plumber looked at this in the fall. CM instructed to look at September minutes about this and report back to the board.

#### NEW BUSINESS

1. Regarding flower beds, CM to get details of Blade Runners contract to volunteer who will solicit bids for flower bed maintenance. Suggested CM find emails from residents and 2017 minutes of landscaping concerns. Also talk with Karen Chauvin.
2. Pool Rules – given to Board to review for next meeting.
3. Doubtful Accounts – paperwork for Board to review for next month
4. Reserve Investment Policy – paperwork for Board to review for next month.
5. Pool exterior lights – Vice President Jernigan made the motion to replace all exterior pool house lights with LED lights for \$2,450.00 by Powell Electric. Vote: 5 yes 0 no.
6. Trash can at tot lot (repair) and near office (replace) – CM to look into the matter.
7. Curb painting for fire lanes on Durer Court needs to be done. CM instructed to get proposal
8. Pin number for bank card for United – time set when to go to bank.
9. Insurance policy audit – CM asked to research all insurance policies to make sure that we have correct amount of coverage.
10. CAI membership – CM instructed to let expire.

President Benore made the motion to convene into Executive Session to discuss a hearing, an employee matter, injunctive relief and a request to waive late fees at 8:50 pm. Director Perritt seconded the motion. Vote 5 yes 0 no.

President Benore made the motion to convene into Open session at 9:18 pm. Director Perritt seconded the motion. Vote 5 yes 0 no.

Vice President Jernigan motioned to fine lot #436 \$50.00 for allowing their contractor to drive on common ground. Secretary Rodriguez seconded the motion. Vote: 5 yes 0 no.

Vice President Jernigan motioned to give Assistant CM, Tina Queen a 5% annual increase effective

January 1, 2018. Director Perritt seconded the motion. Vote: 5yes 0 no

Injunctive Relief – there was a discussion held about whether or not to continue to pursue injunctive relief through the attorney against Lot #84. The discussion did not lead to a change in action to the previous approved motion which was conducted at the June 7, 2017 board meeting.

Vice President Jernigan motioned to not waive the late fees and administrative costs for lot #13. Secretary Rodriguez seconded the motion. 5 yes 0 no.  
President Benore adjourned the meeting at 9:23 pm.