

NEWINGTON COMMUNITY ASSOCIATION  
Minutes of the Meeting of the Board of Directors  
Video Conference Call, Meeting ID: 145 225 9182  
May 4th, 2022 7:00 pm

**CALL TO ORDER:** Meeting was called to order at 7:01 pm by President Ramirez

The meeting was virtual and recorded.

**BOARD MEMBERS PRESENT:** President Debby Ramirez, Vice President Bobby Royal, Treasurer Phil Space, Secretary John Kylis, and Director Daniel Bojanini

**MANAGEMENT PRESENT:** Stephanie Reed

**OTHER ATTENDEES:** 3 residents

**PRESIDENT'S COMMENTS:** Welcomed everyone to the meeting. She announced that the Community Manager, Stephanie Reed has stepped down and Lori will be filling in her place until Summits fills the position.

**COMMUNITY FORUM:**

A resident commented, with regards to Architectural Inspections, the Board should focus on the major items that need correction and not get caught up in the weeds with smaller items.

**HEARINGS:**

0 scheduled

**APPROVAL OF MINUTES:** Meeting Minutes passes by acclamation

**OFFICER/COMMITTEE REPORTS:**

**Treasurer's Report/Finance Committee** – Treasurer Phil Space

- \$100,000 has been transferred to the NCA money market account to allow Summit to obtain the two 50K CDs from CIT, awaiting confirmation from Summit once the CDs have been purchased.
- 2. Concrete work at the pool has been completed successfully. We received the final bill, which was for engineering services for \$575. The motion to approve the pool deck work included \$2000 for this purpose.
- 3. We have received an unsolicited proposal from one of the major waste collection companies. The initial proposal is considerably higher than what we are currently budget, for the same services plus pick up for additional trash cans in the community. We will use the documentation provided by Stephanie from the award of the current contract and the new proposal to provide a framework to move forward to receive quotes from other licensed residential solid waste collection companies. Initial proposed cost, which includes a one-time fee for container replacement is approximately \$40k over our current FY22 budget.

Question from Lori – Deposit check for the LeMoyné paving contract. She will check on the status of the quarterly reserve deposit.

**Environmental Committee** – Chairperson: John Kylis

- Spring Clean-Up event held April 9th. Minimal participation but multiple large amounts of litter removed as well as a few tires. The next event to be held in the fall, will reach out to local Boy/Girl Scout groups and middle/high schools. Will check on the status of the Japanese Stiltgrass cut back last summer. Further research on maintenance and identification of invasive species

**Planning & Development** – Lou Tobat

- Fairfax Board of Supervisors Public hearing May 10, streamed on channel 16. Purpose: readopting or amending the large areas Community Parking Districts.

**Reserves & Maintenance** – Chairperson: Beth Rodriguez

- Extensive report received by the Board, to follow up with more details and current status of the community, particularly signage.

**Welcoming Committee** – Regina Watson (Regina was not present, President Ramirez provided the summary)

- New welcome packets received, to be subsequently delivered
- Next meeting set for June, exact date TBD

**Recreation Committee** - Vacant

**GENERAL BUSINESS-MANAGEMENT REPORT:**

**Votes Held Between Meetings** – Stephanie Reed, Management - None

**Homeowner's Communications** – Lori Randall, Management

- Complaints over height of fence on Godolphin (sent request to Fairfax County about site lines)
- Request for contract with towing company and report from their vehicle being towed (record request filled out and information provided)
- Answered question about how to submit resale inspection(directed to Homewise)
- Answered question from homeowner about how to make payment (directed to website)
- Answered question about double payment made for April (refund was issued)
- Answered question about tree hanging on property (stated they could trim any tree that was overhanging on their property)
- Request for extension for violations (extension granted and violation was corrected)
- Answered question about who is responsible for tree trimming on Matisse Way (told homeowner to look at plats)
- Concern about children playing in street unattended on Getty Court
- Concern about children damaging homeowner yard and personal property (encouraged homeowner to call police)
- Question if tree's in the community would be sprayed for tent caterpillars and/or moths
- Answered question about neighborhood watch program
- Question if tree was still going to be trimmed on Brandeis (confirmed with contractor that it was on his schedule)

- Complaint about trash pickup being delayed (filed complaint with American Disposal. They stated they are experiencing labor shortage)
- Question about why vehicle was towed (towing was not valid-towing company refunded money to homeowner)

### **Other Management Actions**

- Reviewed minutes and newsletter.
- Signed proposal for curb painting sent to Fairfax Paving (work to be complete with Leymone Project)
- Sent swimming pool paperwork to Titan
- Reported street light out on Luce Court
- Approved lattice replacement around pool (\$550)
- Provided old RFP to treasurer
- Sent trash letter to Brainerd, Kitchener & Matisse
- Scheduled bulk items to be picked up at pool area & tires on Brainerd
- Approved pump replacement at wading pool (\$1350)
- Approved trash can addition to ballfield are (\$175)
- Signed proposal sent to Springfield Lawn for Common Area projects
- Asked contractor to repair sign on Lodge and Marconi

### **OLD BUSINESS**

- Maintenance Operating – see New Business
- Maintenance Reserves –Lemoyne Lane paving project approved, contract signed and management will initiate deposit. Pool Deck concrete project complete and final payment made.
- Bi-Annual Architectural Inspections –MOU with Summit approved for 2022 annual inspections. See Motion. Procedures tabled for June.
- Neighborhood Crime Watch –Discussion on additional training opportunities. Committee Charter draft to be developed by management.
- CD-Reserve Funds – two 1-year CDs. Money received by Summit and investments procured.

### **NEW BUSINESS**

- Community Maintenance List reviewed by Board. List is a draft and needs to be updated.
- Fire Lanes. Management will look in to the possibility of being allowed to replace all the small fire lane signs on an entire street with only entrance signs.
- Supplies for the Pool. board made a motion

The Board convened into Executive Session at 8:18 pm.

**EXECUTIVE SESSION:** The Board Convened into Open Session at 8:35 pm

**MEETING MOTIONS:**

1. **Motion:** To accept MOU for Architectural Inspection for half of the property (305 homes) not to exceed \$3000 to begin on May 15<sup>th</sup> and duration will be six weeks. Made by Secretary Kyllis, seconded by Vice President Royal. Vote 5 yes 0 no
2. **Motion:** To reestablish the Neighborhood Crime Watch Program with Bobby Royal as the Chairperson. Made by President Ramirez, seconded by Secretary Kyllis. Vote 5 yes 0 no
3. **Motion:** To approve pool inventory supplies not to exceed \$4000 made by Secretary Kyllis, seconded by Vice President Royal. Votes 5 yes 0 no
4. **Motion:** To accept to legal council's recommendation for repayment plan and waiving late fees only. Made by Secretary Kyllis, seconded by Vice President Royal
5. **Motion:** To authorize the community manager to speak with legal counsel that the Board will never waive any fees except late fees and to proceed forward on working out a repayment plan with the homeowner under these terms. Made by President Ramirez, seconded by Treasury Space. Vote 5 Yes 0 No

**ADJOURNMENT:** The Board adjourned at 8:39 pm

Meeting minutes submitted by Secretary Kyllis