

Newington Community Association Board Meeting
July 11, 2018

CALL TO ORDER: Meeting was called to order by President Jernigan at 7:01 pm.

MEMBERS PRESENT: President Sarah Jernigan, Vice President Stacey Perritt, Treasurer Dennis Kruse, Secretary Beth Rodriguez, Director Parker Watson and Director Karen Chauvin.

PRESIDENT'S COMMENTS: One item that we will be focusing on this year are violation walk throughs

COMMUNITY FORUM:

Residents raised the following issues -

- Resident asked about the ballot response regarding speed bumps on Northumberland. President Jernigan stated that she heard the required votes, 50% of the total property owners, have not been received as of July 1st. A formal announcement will be made July 15th.
- Resident told Board about the tree in front of their house is half hollow and they are concerned that the tree may come down. Told that our arborist does a tree review in the fall. Possible the tree belongs to the resident. CM offered to help them determine if they own the tree.
- Resident, who is a real estate agent raised an issue on behalf of a client. This was tabled to be discussed during New Business.
- Resident raised the issue of a neighbor parking a commercial vehicle on NCA property. This led to a discussion of the NCA commercial vehicle policy and how to identify a commercial vehicle.
- Resident raised the issue of a food truck. CM stated an owner of a food truck was given permission to park for 2 weeks and after 4 weeks was told she had to move the truck.

HEARINGS: A hearing was scheduled for Lot 85. No one came to make a presentation to the board.

APPROVAL OF MINUTES:

The minutes of the June 6, 2018 were approved as amended by acclamation.

COMMITTEE/BUSINESS REPORTS:

Planning and Development Committee – Lou Tobat

He asked about the speed bumps. If there were not enough votes, would the speed bumps still be installed. He was told they would not be installed.

Architectural Advisory Committee – Stacey Perritt

She was not at last board meeting so stated committee met on May 21st. They have finished the proposed architectural advisory committee guidelines and will have them submitted for publication in the August newsletter.

Treasurer's Report/Budget Committee – Dennis Kruse

Treasurer Dennis Kruse presented the Treasurer's report. Highlights include:

- Through the end of May, NCA operating expenses have remained below budget in nearly all categories.
- The combined total of all delinquent accounts continued to track as a relatively low level.

Motion out of committee by Treasurer Kruse – Board authorize the treasurer to invest \$100,000.00 of reserve funds currently at Eagle Bank and United Bank into a approximately 6 months Treasury notes and or approximately 6 month CD's. with target interest rate approximately 2%. **Vote: 6 yes 0 no.** Question from the floor was if these would be rolled over after 6 months. CD investments will be reviewed at

expiration. Treasurer handed out a draft preliminary budget for the board to look at so they can review approve it to be presented to the community at the annual meeting. This draft budget was further discussed.

Reserve/Maintenance Planning Committee – Beth Rodriguez

Chair of this committee is looking for committee members and will be scheduling a meeting before the annual meeting. President Jernigan asked that the committee have highlights of what major projects will need to be addressed to present at the annual meeting.

GENERAL BUSINESS:

ADMINISTRATIVE:

1. No votes were held between meetings.
2. Resale inspections: 8374 Luce; 7733 Matisse; 8435 Kitchener; 7881 Godolphin; 7757 Brandeis.
3. Architectural Modifications Applications (6-1-18 to 7-3-18)
 - Gwynedd, windows – approved.
 - Matisse, patio/shed – approved patio only. Shed disapproved.
 - Kitchener, paint entry door– approved.
 - Godolphin, roof – approved
 - Kitchener, shed – approved
 - Moline, awning – approved
 - Godolphin, landscaping/deck – approved
 - Godolphin, painting – approved
 - Euclid, gutters/downspout – pending
 - Kitchener, back patio – pending
 - Durer, roof & gutters – pending (awaiting sample & size.
 - Gwynedd, new fence - pending
4. Homeowner Communications
 - After Cub Scouts were denied use of the ball field for grilling, a resident said a soccer party also had grills. CM confirmed there were no grills or fire pits for the soccer party on the ball field.
 - Resident would like to see the soccer field repaired. Middle of field had deteriorated, and sides have sunken grass divots.
 - Tree down over path near ballfield [2 trees cut down but found another one that the tree contractor will return to cut.]
 - Trash behind home still has not been picked up CM sent hearing letter.
 - People are putting their trash out early and consequently animals get into it and leave a smelly mess. Residents are also not bringing their trash cans back in, especially on Durer CT.
 - Resident's cable was cut. [Possible cause – if cable was not buried and mowers went over it.]
 - Updates/revisions needed on website shared with webmaster.
 - 2 recommended budget items: A. Electrical outlet at pool grassy area and replacing tiles in baby pool. B. A repair, which was addressed by CM.
 - Inquiry on status of a house on Moline and if NCA could remove a large tree growing in the front yard that could affect the structural integrity of the home and adjoining homes. Another resident saw the door open and called the police.
 - Trash on Moline is being torn into and the person responsible for the trash does nothing about it.
 - Resident requested a notice in newsletter that Kitchener residents are not picking up their dog waste. Would also like the management company for Springfield Oaks contacted since many of their residents walk dogs on NCA streets.
 - Resident on Durer Ct inquired about getting gas into his home. He was referred to

Washington Gas for answers to his questions.

- Resident stated that loose branch in oak over parking space and shrubs at sidewalk need pruning. Both on Kitchener. CM investigated and found deadwood in oak tree but could not find loose/broken branch. CM added pruning to the ongoing common grounds repair requests list.
 - Pine trees on Luce near the mailbox overhang the parking spaces.
 - Resident was upset with condition of the pool. Reported that the pool needed to be vacuumed and skimmed; skimmer buckets were full; trash was on the deck; Lifeguards were doing nothing; pool needs updating as bathrooms look old; baby pool had missing tiles and main pool had cracks. CM talked to the lifeguards about memo. No trash was found on the deck and the main pool was in good condition. Lifeguard said the baby pool needed to be cleaned. CM reported the missing tiles to Titan, who will epoxy the bottom.
 - Resident on Godolphin reported seeing a copperhead snake in a neighbor's yard.
 - Checked on Moline police report.
 - Checked on question of lifeguards not transferring properly
5. Violation Letters: 12 violation letters and 6 hearing letters sent since last Board meeting.
6. Other Actions:
- Proofed minutes and July newsletter
 - Removed over one dozen trash cans from common grounds on a Wednesday morning.
 - Letters sent on June 26th to every homeowner with a balance of \$30.00 or less
 - Teen helper projects: clean area under the office steps; deliver flyers; paint picnic tables; paint yellow gate
 - Met with general services contractor for quotes on painting of meeting room door; repair of one table top and 3 seats; repair of chain through barricades at pool entrance; replace trim of guard window; replace pool deck light bulbs and install of two inground trash cans.
 - At resident's request looked at pine tree next to end unit on Brandeis. Tree is healthy and very large. Resident can cut roots that cross onto their property.
 - At resident's request, looked at tree down on common ground behind home. Many trees down in the woods. Several of them cross the stream. NCA does not clear trees down in the woods. Also walked the path looking for trees down that block the path.
 - Provided Board with HUD1 and disclosure information on 2 properties recommended for write off at last meeting.
 - Reported visibility concerns at DeLong and Rolling Rd. to VDOT.
 - Follow-up inspections on previously sent violation letters.
 - Purchased solar lights for monuments. Need one more for monument by power lines.

OLD BUSINESS:

Maintenance:

- Tennis Courts: 4/2018 – Cleaning completed & Mid Atlantic contacted for a quote on repairs. 5/2018 – Follow-up needed. 6/2018 – Response from A. Heiston of Mid Atlantic that an estimator will be sent to property to take pictures and measurements. Information then given to a court consultant, who will provide an estimate. 7/2018 – Follow-up email sent.
- Durer Ct Yellow Curbs: 6/2018 – Scheduled for July 9th and 10th. Rain date of the 11th. 7/2018 – Flyers were distributed to every home on Durer Court. Project completed.
- Maintenance Committee Initiatives:
 1. Concrete pool deck replacements: \$11,000.00 from Dominion Paving. 5/2018 – Received Q&A from Titan Pool. Awaiting a proposal from Titan for work.

2. Path work: Engineer was approved in 2017 to move forward with developing report but was postponed due to multiple street projects. GJB Engineering completed RFP. Awaiting bids that are expected by August meeting
3. Insurance Policies: no progress
4. Sponsorship: Treasurer Kruse shared a draft Sponsorship procedures in June meeting. Form was discussed. Draft will be published in newsletter.
5. Tree policy: Tree policy was discussed. CM suggested modifications. Will be discussed again at September meeting.

NEW BUSINESS:

- Pool
 - Private pool party request. CM & Director Chauvin wrote an application form & rules for sponsoring a pool party. This was discussed and amendments were suggested.
 - Budget request for electrical outlet in grassy area – to be discussed after pool season.
 - Pool pump motor very loud. Titan sent bid for replacing/greasing bearings and another for replacing motors. Will need pool closed 1 to 2 days. Secretary Rodriguez made the motion that we authorize to remove and replace bearings and close pool 2 days for a cost of \$1,400.00. Motion seconded by Vice-President Perritt. Secretary Rodriguez withdrew the motion. Information needed before voting. Matter is tabled until we have more information.
 - Lifeguards requested they be able to hand out pool passes after pool season opens.
 - Hot water heater for pool showers – Vice President Perritt made a motion to accept the proposal from Griffin Plumbing to replace a 80 gallon water heater to an amount up to \$2,500.00 to come from reserves. **Vote: 6 yes 0 no.**
 - Discussion on proposal from Blade Runners for Grub control took place. Proposed to go to Blade Runners for additional information. Tabled.
 - Trash – Matter discussed. Issue regarding requiring numbered bins was part of the discussion. Resident discussed the difficulty townhouses have using a bin. Matter tabled.

EXECUTIVE SESSION

- 9:46 pm Board convened into executive session to discuss legal matters, violations, pending litigation, contracts and personnel matters.
- 10:33 pm Board convened back into open session

MOTIONS

1. Re: Hearing for trash for lot 85
Secretary Rodriguez made the motion that the fine be waived as the matter has been corrected. Director Watson seconded the motion. **Vote: 6 yes 0 no.**
2. Re: Reversing write-off of property on Luce Court.
President Jernigan made the motion to reverse the write-off of monies owed as per further review and pending investigation. Director Watson seconded. **Vote: 6 yes 0 no.**

ADJOURNMENT

- Meeting adjourned at 10:39 pm.