

NEWINGTON COMMUNITY ASSOCIATION
Minutes of the Annual Association Meeting
August 8th, 2022 7:30 pm

CALL TO ORDER: Meeting was called to order at 7:36 pm by President Ramirez

The meeting was held in person at Harvest Church.

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

MANAGEMENT PRESENT: Lori Randall & Dominique Jackson

PRESIDENT'S COMMENTS: Welcomed everyone to the meeting.

COMMUNITY FORUM:

A resident hoped a community trash can be added by the Basketball court.

A resident expressed concern about the delays in trash pickup are becoming routine and wonders what we should do with trash that has already put out when there is a delay. Suggests common, structured trash drop location.

A resident hoped that the association stays with American Disposal as the trash contractor. Makes note that they have had issues lately but have been great historically and pick up items other contractors may not.

Beth Rodriguez asked for members to join the Maintenance Committee. Looking for member to assist with common community ground maintenance (i.e. street signs that need repairs, landscaping, common area structures in disarray). Please send name and contact info to Manager@NewingtonCommunity.org

A resident echoed the hopes that we stay with American Disposal as the trash contractor.

A resident suggested townhomes specifically need trash reform as trash and litter has become a bigger problem.

A resident asked if there is a digital copy of the Community newsletters dating back to the creation of the community.

A resident commented the July 2022 newsletter is missing from the website.

A resident commented that there is not enough eating areas at the pool. And asked to restart the Recreational Committee.

Annual Meeting:

President Ramirez convened the Annual Meeting at 8:06pm. A quorum was present.

President Ramirez announced that there are 2 open Board positions. The following nominations were received:

1. John Woods

John Woods received 62 votes.

Several names were added to the ballots as write-in candidates. Cate Reich was a write-in with 41 votes. Cate Reich accepted the nomination. The other write-in's were Bobby Royal 1 vote, Sarah Jernigan 1 vote, David Randall 1 vote, Mark Polansky 10 votes, John Kylis 2 votes, and Aiko Shiraishi 1 vote.

Approval of Minutes:

Minutes of 2021 Annual Meeting were approved by acclamation.

President's Report:

Your NCA Board at Work – 08/2021-08/2022

The NCA Board has been busy working to maintain and improve our community. Special thanks to Tina Queen our Assistant Manager and Lori Randall for helping to train the new managers we have had in the past year. Special thanks to Dominique Jackson who is working ardently to learn the ways of NCA. The Board appreciates all their hard work, their invaluable advice and support. Together as a team we have accomplished the following so far:

- Community mailboxes were cleaned
- Street paving projects (Euclid & Getty) were completed along with sidewalk repairs and path repair projects
- Management spending authority was increased to \$5,000
- Architectural Standards Revision-Approval of security cameras in the community
- Turf Repair-Common grounds for the fall of 2021-Completed
- Various Tree Removal and Pruning of Limbs-Completed
- Snow Removal Contract was renewed
- Board approved funds for the Community Manager to obtain a Notary License
- Pool Contract was renewed
- RV Lot policy was amended
- Next street repaving project for LeMoyne Ln- Approved
- Two community clean ups were completed
- Repairs on the pool deck were completed
- Patch repair to the pool was completed
- Board approved that Annual Architectural Inspections will be conducted for half the community one year and the other half the following year
- Winter storm tree damage cleanup for priority areas-Completed
- Turf repair-common grounds for the fall of 2022-Approved
- Board invested reserve funds
- Second trashcan installed at the ballfield
- Curb painting-for selected spots on Durer Ct and Kitchener Dr-Approved
- Architectural Inspections for 2022-Completed
- Money Market Account opened with Summit for reserve assets
- Neighborhood Crime Watch Program was re-established, and the Charter was approved

- An additional day was added to the office hours (The office is now open on Tuesdays, Wednesdays, and Fridays.)
- One Pool Skimmer was replaced
- Painting of the pool doors, weather treatment to the lattice fence and park bench- Approved
- Architectural Inspection Procedures and revisions to the violation letters-Approved
- Proposal for erosion maintenance by common steps-Approved
- In the process of closing the Schwab account
- Trash Contract is expiring at the end of this year-Board has begun to review bids

Treasurer's Report:

Overview

Homeowners Associations have zero-based budgets. This means every dollar collected in assessments in a given year is based on a planned expense in the budget minus some minimal income (i.e. pool fees, RV lot fee, newsletter ad, etc.) for that same year. If at the end of the year, the association has a net income, the funds increase the member's equity. If the association has a net loss, the funds decrease the members' equity. Auditors recommend associations retain a certain level of equity, based on their total assessments, to offset any unexpected financial expenses.

2021, Year End

Total cash in operating accounts - \$153,781.54

Reserve Assets - \$221,451.29 (approximately \$67,500 in common and \$109,637 in streets)

NCA ended the year with net income of \$13,663.25 which was applied to Member Equity

Members' equity - \$139,130.41 (included in operating accounts above)

Investments included CDs and interest -bearing money markets

2022, Mid-Year Review

Total cash in operating accounts as of 6/30/21- \$333,163

Reserve Assets - \$282,642 (approximately \$136,815 in common and \$84,635 in streets)

Net Income \$(5605.92)

Members' equity - \$125,556.06

Investments include CDs and a new, higher interest -bearing money market account

Contract Actions Since the Last Annual Meeting

Pool

A three-year contract for Pool maintenance and operations was awarded to Titan for \$66K per year. A special thanks to Mr. David Randall for his help with the evaluation and the development of a compliance matrix and review of the proposals. (The other proposed costs were \$72K and \$90.7K)

Waste Removal

The trash contract expires at the end of December 2022. Our current contractor, American Disposal, has had performance issues with late and missed pickups which have exacerbated the trash situation in the townhomes due to trash being left out longer than would normally be required. We have received five proposals and are in the process of evaluating the proposals and selecting a new waste removal contractor. Waste removal costs are increasing based upon increased labor, fuel and county disposal fees. With the selection and award of our new contract, we will begin the budget formulation for 2023.

2022 Budget Challenges

The winter storm damage had a major financial impact to the Association. Snow removal was \$2K over budget and the extensive tree damage from the storm cost \$39,000, well over our 2022 tree budget of 28K. We are currently \$14K over budget and anticipate that the planned tree work that is underway could put us \$25K or more over the 2022 tree maintenance budget.

Reserve Expenses since last Annual Meeting

Streets

In 2021 there was an engineer review to ascertain conditions and prepare specifications report on two street projects; Euclid/Getty and LeMoyne. The Euclid/Getty work was completed in 2021 (\$163,300) and the Board approved the work on Lemoyne (\$116,663.56) with work to begin in the fall of 2022.

Common

Repair of the concrete pool deck (\$56,743) - during pool preparation, we received a recommendation to repair a major portion of the concrete decking, which was badly cracked, a proposal from Fairfax Paving was approved and executed in time to be completed before the opening of the pool.

Operating funded projects since last Annual meeting

- Approved a contract to renovate common ground areas near Luce, LeMoyne, Jenner, near ballfield, Euclid and near pool (\$9,385)

- Dead and dying trees continue to be a maintenance priority. Due to the abundance of woodlands and landscaping in the community, there are not enough funds to deal with every concern. The tree policy process is followed, and priorities are established with the community's best interests in mind. (\$39,000 spent during winter storm and another \$20,000 invoice expected.)
- Architectural inspections completed by Summit on North side of community. (\$3,000)

Assessment Delinquencies

Delinquencies as of 12/31/20:

a. Current plus Over 30 days-\$177 b. Over 60 days-\$2,972 c. Over 90 days-\$33,874d. 11 accounts with the collection attorney

Delinquencies as of 12/31/21:

a. Current plus Over 30 days-\$2,593.60 b. Over 60 days-\$252 c. Over 90 days-\$26,925.64 d. 10 accounts with the collection attorney

Delinquencies as of 6/30/22:

a. Current plus Over 30 days-\$869 b. Over 60 days-\$6,823 c. Over 90 days-\$17,244d. 14 accounts with the collection attorney

Some improvement in last six months. Doubtful Accounts Analysis completed as of 6/1/22. Calculation comes to \$11,467, of which \$11,326 is already noted on the balance sheet. Calculation will be done again before 2023 budget is finalized.

2023 Budget

A first draft of the 2023 budget will be circulated once the board selects for our next waste disposal contract. NCA's governing documents limit the amount assessments can be increased each year based on the change in CPI-U (Consumer Price Index - Urban). Currently, using July CPI figures, the maximum the budget can be increased is **7.12%** which is approximately \$19 per lot per quarter.

Door Prize Winners:

Attendance Prize: Mark Polansky

Proxy Door Prize: Lori McDonell

2022-2023 Board of Directors:

President: John Kylis

Vice President: John Woods

Treasurer: Phil Space

Secretary: Cate Reich

Director: Daniel Bojanini

Meeting Adjourned at 8:50pm

Meeting minutes submitted by Secretary Kylis