

NEWINGTON COMMUNITY ASSOCIATION  
Minutes of the Meeting of the Board of Directors  
Video Conference Call, Meeting ID: 145 225 9182  
January 5<sup>th</sup>, 2022 7:00 pm

**CALL TO ORDER:** Meeting was called to order at 7:06 pm by President Ramirez

The meeting was virtual and recorded.

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

**MANAGEMENT PRESENT:** Stephanie Reed

**OTHER ATTENDEES:** 6 residents

**PRESIDENT'S COMMENTS:** President Ramirez welcomed all attendees and wished them a Happy 2022 and hopes everyone stayed safe during the recent weather events. The Board is doing everything they can with reaching out to the tree contractor in regard to clearing downed/damaged trees.

**COMMUNITY FORUM:**

A resident thanked the Board and Management for their work during the recent weather events and another surge.

A resident asked about trees, request to keep trees trimmed/managed and requests have gone unanswered. How can the Board do better with tree maintenance? [All requests are heard, NCA conducts annual tree inspections and high priority trees are maintained within budget. If management does not respond please forward emails to [Board@NewingtonCommunity.org](mailto:Board@NewingtonCommunity.org)]

A new resident introduced himself and is willing to fill vacant Board position. [To be discussed]

**HEARINGS:**

**10** hearings were scheduled

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

**OFFICER/COMMITTEE REPORTS:**

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

- Waiting to hear from the Maintenance Committee to cement spending and cash flow
- Next meeting scheduled for January 20<sup>th</sup> at 6pm (virtual).

**Welcoming Committee** – Chairperson: Regina Watson No Report

**Environmental Committee** – Chairperson: John Kylis

- Dog curbing – it's the law to curb your dog. Anyone who witnesses otherwise is urged to call Animal Control.

- Tot Lots trash collection – nothing in the contract about the community trash cans being serviced, requesting clarity. [Management to follow-up]

**Planning & Development** – Lou Tobat No report.

**Reserves & Maintenance** – Chairperson: Beth Rodriguez No Report.

**Recreation Committee** - Vacant

**GENERAL BUSINESS-MANAGEMENT REPORT:**

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

**Homeowner's Communications** – Stephanie Reed, Management

- A few updates/questions about ARC violations from previous two months
- Answered question about tree removal on Brandeis Way (informed homeowner it was not on the list for replacement)
- Complaint about trash can left on Red Ash during non-trash days (trash can was removed and notices sent out to homeowners in area)
- Question about leaf removal schedule (confirmed they would be complete)
- Responded to homeowner about safety concerns on Lemoyne Ln (requested police to patrol more also a topic for discussion at Board meeting)
- Complaint about trash not being picked up at tot lot on Lemoyne & Brandeis (emailed trash company and they will monitor more closely; Board Member cleaned up trash around the trashcan)
- Complaint about trash in common area on Moline (topic for discussion)
- Answered questions about resale inspection (sent pictures of violation)
- Question about late payment letter (instructed homeowner on payment timeline)
- Answered questions about broken trashcan and who's responsibility it is (homeowners' responsibility)
- Answered question about POD Storage Container being stored on a property (stated that it must fit into space and not impede on any other vehicles)
- Question about assessment due January 1 (sent duplicate statement to homeowner)
- Question about if parking stickers are required (stated they are not but we do have assigned parking)

**Other Management Actions**

- Reviewed minutes and newsletter.
- Sent 3rd set of Hearing letters
- Sent approval letters to pool/RV parking owners
- Sent in SCC form to President to sign
- Called in street light repair on Luce
- Answered question from Secretary about Blade Runner contractual agreement being fulfilled
- Answered questions from Board members about camera system
- Reached out to two homeowners for newsletter ad subscription renewals
- Called in street light repair on Northumberland
- Answered question from board member about November financials

## OLD BUSINESS

- Maintenance Operating – Budget Committee to discuss funds for Common Grounds projects
- Maintenance Reserves – Budget Committee to discuss funds for reserve projects
- Architectural Inspections – President Ramirez and Secretary Kylis to draft inspection for process & procedures.

## NEW BUSINESS

- Neighborhood Watch – Community security survey to be conducted. Request for volunteers to be printed in the newsletter. Vice President Royal to campaign for volunteers.
- Write off for 8489 Kitchener – motion made on the matter, see meeting motions.
- Pool Parking Lot application – Tabled to February
- Community Handyman – Budget Committee to discuss available funding
- Security Cameras at the Pool House – no need to replace the system currently.
- Pool Pass Processing – Discussion on streamlining the Pool Pass process tabled to February.

The Board convened into Executive Session at 9:11 pm.

**EXECUTIVE SESSION:** The Board Convened into Open Session at 9:29 pm

## MEETING MOTIONS:

1. **Motion:** To write off the balance for 8489 Kitchener Dr. in the amount of \$4,539.83. Made by Treasurer Space, Seconded by President Ramirez. Vote: 4 Yes 0 No
2. **Motion:** To assess a charge of \$10 per day for Lot 372 starting April 1, 2022, for a period of up to 90 days if the violation has not been corrected. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
3. **Motion:** To assess a charge of \$10 per day for Lot 437 starting April 1, 2022, for a period of up to 90 days if the violation has not been corrected. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
4. **Motion:** To waive charges for Lot 439 with the stipulation that the shed will be documented in the property file that at the time of replacement it must be removed and if still present at the time of a sale it will be included in any future resale package. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
5. **Motion:** To waive charges for Lot 478 with the stipulation that the shed will be documented in the property file that at the time of replacement it must be removed and if still present at the time of a sale it will be included in any future resale package. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
6. **Motion:** To waive charges for Lot 498 contingent on receiving documentation that all violations were corrected. Otherwise, charges will be assessed at \$10 per day starting April 1, 2022, for a period of up to 90 days. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
7. **Motion:** To waive charges for Lot 529 contingent on receiving documentation that all violations were corrected. Otherwise, charges will be assessed at \$10 per day starting April 1, 2022, for a period of up to 90 days. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No

8. **Motion:** To assess a charge of \$10 per day for Lot 533 starting April 1, 2022, for a period of up to 90 days if the violation has not been corrected. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
9. **Motion:** To assess a charge of \$10 per day for Lot 535 starting April 1, 2022, for a period of up to 90 days if the violation has not been corrected. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
10. **Motion:** To assess a charge of \$10 per day for Lot 545 starting April 1, 2022, for a period of up to 90 days if the violation has not been corrected. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No
11. **Motion:** To waive charges for Lot 599 contingent on receiving documentation that all violations were corrected. Otherwise, charges will be assessed at \$10 per day starting April 1, 2022, for a period of up to 90 days. Made by President Ramirez, Seconded by Vice President Royal. Vote: 4 Yes 0 No

**ADJOURNMENT:** The Board adjourned at 9:40 pm

Meeting minutes submitted by Secretary Kylis