

NEWINGTON COMMUNITY ASSOCIATION  
MONTHLY BOARD MEETING MINUTES  
February 6, 2019

CALL TO ORDER: Meeting was called to order at 7:02 pm by President Sarah Jernigan.

BOARD MEMBERS PRESENT: President Jernigan, Treasurer Dennis Kruse and Secretary Karen Chauvin. Quorum was established.

MANAGEMENT PRESENT: Lori Randall and Tina Queen

OTHER ATTENDEES: Beth Rodriguez, Maintenance Chair and other homeowners

PRESIDENT'S COMMENTS: Announced that we have a full agenda and asked that everyone to stay within the stated time limit.

COMMUNITY FORUM:

Residents raised the following issue:

- A resident thanked the Board for considering him for a Board vacancy. However, events have happened that if appointed he would have had to resign.

HEARINGS: None scheduled.

APPROVAL OF MINUTES: January 2, 2019 minutes were accepted as amended by acclamation.

COMMITTEE/BUSINESS REPORTS:

Planning & Development – Secretary Chauvin reported that a survey ended around the November 17<sup>th</sup> and Fairfax county will be presenting alternative plans for the Fairfax Parkway regarding tolls, on ramps for neighborhoods that must enter and exit from the Parkway, etc. This will include the trail along the Parkway. There will be a Fairfax County hearing on a home daycare center. We, as a community, do not have a policy on home daycare centers, but we may need to look into it at some point in the future.  
Architectural Advisory Committee - No report.

Treasurer's Report – Treasurer Kruse: Highlights of the report include the following: December 2018 financial report was not received from Summit Management. NCA currently has \$101,000.00 in Treasuries maturing at the end of February. As Treasury yields are around 2.5%, it is recommended to split these monies evenly between a 2-year T-Note and a 1-year T-Bill. The \$116,000.00 NCA has in a Treasury based Money Market is currently yielding 1.98%. Keeping these funds there gives us adequate flexibility to cover the full range of potential reserve spending contemplated in 2019.

Maintenance Committee – Beth Rodriguez: No report

Management Actions– Lori Randall. Management:

A. Homeowner Communications

1. Volunteer to organize/assist with community events
2. Water from front of resident's property is causing ice on sidewalk and parking lot. Owner has applied ice melt and plans to reroute their sump pump discharge this year.
3. Tree down on County property on Finlay. Resident will contact the County.
4. Suspicious solicitors on Kitchener and Brainerd. (Recommended calling police or posting on Next Door.)

5. Fire extinguishers on sale at Costco. (ACM Tina Queen purchased 2 for the pool.)
6. Resident recommends NCA solicit email addresses from residents so people get email notices on trash updates.
7. Fence cut and trailer locks broken in RV lot. (Letters sent to owners.)
8. Resident requested to have the brick landing at the mailbox be extended all the way to the sidewalk in Newington Glen.
9. Tree leaning on another tree at the back of Brandeis. (In wooded area and does not appear to be within striking distance of any homes).
10. Tree leaning and could damage the ballfield fence.
11. Van on Lemoyne does not move from blank space (Van was ticketed.)
12. Playground on Getty has a wall that is missing bolts. (Section was taped off.)
13. Abandoned vehicle on Godolphin. Resident was unhappy with the explanation of how to call it in to police on their non-emergency number.
14. Resident requesting that newsletter not be put on her front door.

#### B. Violation Letters

- 2 violation letters sent since last Board meeting based on Manager inspections.

#### C. Other Management Actions

1. Wading pool replacement has started. Deposit check was sent. Management has told Titan they can leave a trailer in the parking lot.
2. Forwarded existing vetting guidelines to Board members.
3. Met with fence contractor to look at split rail fence on Moline and to look at repair for the RV lot fence. RV fence was fixed.
4. Gathered information for Worker's Compensation audit with State Farm.
5. Looked at multiple trees of concern and contacted tree contractor.
6. Followed-up on vehicle on Lemoyne.
7. In process of finishing the RV lot rental renewal letters.
8. Researched information on homeowner to respond to the muddy common grounds behind Moline. Letter to be written.
9. Met with engineer to assess condition of pool parking lot.
10. Prepared revisions to 2019 pool rules and worked with Secretary K. Chauvin on additional updates.
11. Prepared input for questions to legal counsel and provided it to Secretary K. Chauvin.
12. Analysis of grandfathering submitted to AAC committee.
13. Worked on notifications on change in trash schedule due to inclement weather.

#### OLD BUSINESS *(All motions are listed at the end of the minutes.)*

1. Maintenance: Tennis Courts – no update.
2. Maintenance: Path Replacement – Fairfax Paving provided proposal for additional work on paths. Cost estimate given and will be included into the current contract.
3. Database of Owners & Google Forms for Pool Passes – This pilot has been a project of Secretary Chauvin. She reported she needs help working with Google forms. Because of the work involved with pool passes, she recommended running the pilot with the exterior project request forms. It was decided to work the pilot on the exterior project request forms instead of pool passes.
4. ARC Standards – Referred to AAC committee.
5. Grandfathering – Discussion on this subject. Secretary Chauvin recommended that exterior project request forms be required on all major exterior projects, e.g. roofs, siding, etc., so that these items when replaced, will meet current architectural standards. Issue was sent to committee.
6. Reserve Study – Management informed the Board they have 3 proposals for doing a reserve study.
7. Pool Rules – Motion was made regarding the pool rules for the 2019 pool season. See motion section.
8. Summer ARC Inspections - Discussion on how it would work if Summit offers to do these and what

the cost would be. Management will check with Summit regarding cost per hour to do inspections. Secretary Chauvin to do work-up and send to Manager.

NEW BUSINESS *(All motions are listed at the end of the minutes.)*

1. Fence on Moline – Motion made to replace the split rail fence on Moline.
2. Engineering Review of Luce and Matisse – Motion made to authorize payment to conduct and engineering review of Luce and Matisse.
3. Pool Parking lot – Discussion was held on talking with Fairfax Paving to get a quote on this job.
4. Parking Policy – Discussion on changing the maximum days people can park in unnumbered spaces from 14 to 7 days. Decided to print a notice in the newsletter for an opportunity for public comment.
5. Fairfax County hearing on Day Care centers – Discussion was held on this matter and it was decided to add questions to our list for the NCA attorney.

EXECUTIVE SESSION – to discuss legal issues  
Board convened into Executive Session at 9:07 pm.  
Board reconvened into Open Session at 10:29 pm.

MEETING MOTIONS:

1. Motion: To reinvest \$101,000.00 into 1-year T-Bill and 2-year T-Note. The amount is to be split evenly between the 2 investments.

Made by: Motion was made from Finance Committee by Treasurer Kruse as Finance Committee Chair.

Vote: 3 Yes, 0 No.

2. Motion: To approve \$6,300.00 to be added to amount already approved for path work.

Made by: Treasurer Kruse      Seconded by: President Jernigan

Vote: 3 Yes, 0 No.

3. Motion: To accept 2019 pool rules.

Made by: President Jernigan      Seconded by: Secretary Chauvin

Vote: 3 Yes, 0 No.

4. Motion: To appoint Amber Cerchione to fill Board vacancy. Term of office to be determined prior to August, 2019 Annual meeting.

Made by: Secretary Chauvin      Seconded by: President Jernigan

Vote: 3 Yes, 0 No.

5. Motion: Authorize spending \$1,850.00 to replace the split rail fence on Moline.

Made by: President Jernigan      Seconded by: Treasurer Kruse

Vote: 3 Yes, 0 No.

6. Motion: To authorize Engineering Review on Luce and Matisse/Red Ash. Monies to come from street reserves.

Made by: Treasurer Kruse      Seconded by: Secretary Chauvin

Vote: 3 Yes, 0 No.

7. Motion: On the matter of intent to foreclose on the Durer Court property, to instruct the NCA attorney to refer the account to the Trustee to conduct a Non-judicial Foreclosure.

Made by: President Jernigan      Seconded by: Secretary Chauvin

Vote: 3 Yes, 0 No.

8. Motion: To adjourn the meeting

Made by: President Jernigan      Seconded by: Secretary Chauvin

Vote: 3 Yes, 0 No.

ADJOURNMENT: Meeting was adjourned at 10:30 pm.