

NEWINGTON COMMUNITY ASSOCIATION  
MONTHLY BOARD MEETING MINUTES  
March 6, 2019

**CALL TO ORDER:** Meeting was called to order at 7:04 PM by Vice-President Perritt.

**BOARD MEMBERS PRESENT:** Vice-President Stacey Perritt, Treasurer Dennis Kruse, Secretary Karen Chauvin, Director Amy Cerchione and President Sarah Jernigan, who arrived late.

**MANAGEMENT PRESENT:** Lori Randall

**OTHER ATTENDEES:** Lou Tobat, Planning & Development, Beth Rodriguez, Reserves & Maintenance and Pam Rodriguez, Recreation

**COMMUNITY FORUM:**

Residents did not have any issues to raise to the Board.

**HEARINGS:** None scheduled.

**APPROVAL OF MINUTES:** Motion made and voted on to accept the February 6, 2019 minutes as amended.

**OFFICER & COMMITTEE/BUSINESS REPORTS** (*Motions made out of committee will be listed under Meeting Motions.*):

**Treasurer's Report** – Treasurer Kruse: [Two motions made out of committee.]

Highlights of the report presented by Treasurer Kruse are as follows:

1. Report covers Summit preliminary financial reports through the end of December 2018.
2. Receivable balances provided by Summit and our collection attorney, Rees Broome on overdue accounts in collection status have historically not been in agreement. To resolve this matter the Community Manager and Treasurer Kruse met with the Chief Financial Officer of Summit and our collection attorney at Rees Broome. The result of these discussions was that Reese Broome and Summit will compare and reconcile their records for each account in collection status at the end of each quarter. Both Summit and Reese Broome agreed to begin the new process by reconciling accounts receivable as of the end of 2018 and to give the results to our auditors. This will ensure that the 2018 NCA audit is accurate and reports for 2019 and going forward will be correct. Treasurer Kruse noted that the Community Manager was instrumental in achieving this resolution.
3. Through the end of calendar year 2018, NCA operating expenses exceeded budget for swimming pool and common area maintenance but were below budget in other categories. Overall expenses were \$5,890.93 below budget. Regular and reserve income as well as net non-reserve income was better than budget. The bottom line is that our finances are sound.
4. As approved at the February 2019 Board meeting, orders have been placed to reinvest the \$102,000 from Treasuries that matured on February 28 with the amount split equally between one year and two year Treasuries, each having a yield to maturity of 2.56%.
5. The number of overdue owner accounts and the total amount of delinquent payments has followed the typical pattern for the end of the year. However, the number of accounts overdue by more than 90 days rose significantly and the total amount overdue more than 90 days was at the highest level in two years. It appears though that this may have been a short term occurrence, perhaps due to the government shutdown. A special report pulled by the Community Manager in early March indicates that the number and combined total value of accounts overdue more than 90 days are back down to typical levels.

**President's Comments** – President Jernigan reported that the volunteer for the Board vacancy, Amy Abbot,

intended to come this month but had a conflict with her job. She will be meeting with President Jernigan about some questions and intends to come to next month's meeting.

**Planning & Development** – Lou Tobat: Concerned Citizens of Saratoga informed him of Fairfax County discussions about redrawing school boundaries. However, the Saratoga district schools will remain the same. There may be a question of changing the local high school. It was unclear on how the community will receive notification of these discussions. There will be a meeting at the high school at some point.

Secretary Chauvin reported that there will be a request for community input on changes to the Fairfax County Parkway.

Vice-President Perritt announced that the Blue and Yellow lines south of Reagan National Airport will be closed between May 25 and September 4, 2019.

CM Randall announced that fines are doubling for speeding on Lorton Station Boulevard.

**Architectural Advisory Committee (AAC)** – Vice-President Stacey Perritt: Committee will not have a meeting this month but will meet on April 9, 2019 at 7:30 PM.

**Reserves & Maintenance Committee** – Beth Rodriguez: Committee meeting is scheduled for Saturday, March 9, 2019 at 10:00 AM.

**Recreation Committee** – Pam Rodriguez: Discussion was held on plans for the Easter Egg Hunt. Motion was made on a budget for the Easter Egg Hunt.

**Homeowner Communications** – Lori Randall: Management:

1. Getty Court was missed in last snow removal.
2. Received a question, "Is there an NCA policy prohibiting washing cars in parking space?" (No.)
3. Cars on Moline are double parking, parking on yellow curbs and in assigned spaces. Residents will call tow company when this happens.
4. Car on Gwynedd not moved since Christmas. (Ticket was issued.)
5. Severe common ground erosion on Gwynedd. (Previously reported).
6. Neighbor is running a generator all day for the past couple of months. (Suggested a noise complaint to the County.)
7. Received a question, "Are gates required to be board on board?" (Referred to Architectural Control Committee.)
8. Received a question, "Does NCA pay to get raccoons removed from attics?" (No.)
9. Neighbors have personal property out front of home on LeMoyne.

**Other Management Actions** – Lori Randall, Management

1. Votes held between meetings – none.
2. 2 resale inspections done.
3. Received paperwork from Architectural Control Committee on 3 approved exterior project forms. Homeowners informed. 2 exterior project forms are pending.
4. Met with contractor on split rail fence on Moline. Work completed.
5. Participated in conference with NCA Treasurer, Summit CFO and NCA attorney on syncing Summit's unit accounts with receivables for accounts in collection.
6. Ordered pool furniture replacements and 2 replacement trash cans.
7. Worked with new Recreation Committee volunteer.
8. Requested from Fairfax Paving a quote for the pool parking lot and reviewed the quote.
9. Requested cobalt blue waterline tile for the wading pool.
10. Requested specifications reports from engineer for Luce and Red Ash/Lower Matisse.
11. Reviewed minutes and newsletter and added articles in K. Chauvin's absence.
12. Followed up on inspections on violations.
13. Talked with new Fairfax County inspector about the abandoned property on Moline.

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

1. Tennis Courts – No update
2. Path Replacement – Contract was signed for this work. Engineer recommended that we not repair the path in section 5A along Rolling Road. He is trying to get the County to repair that path. Signed contract reflects that NCA will not be repairing the path on section 5A per the recommendation of the engineer.
3. Pool Parking Lot – Discussion was held on whether to replace the RV lot fence and whether to seal coat and repair cracks of the pool parking lot. Motion was made on this issue. Matter will possibly be brought up in the fall.
4. Database of Owners/Google Forms for Exterior Projects form – No update.
5. Architectural Standards and Grandfathering – To be discussed in Arch. Advisory Committee meeting.
6. Reserve Study – Board looked at a sample reserve study provided by GJB Engineering. Motion made to approve contract for NCA reserve study.
7. Summer architectural inspections – referred to executive session.
8. Board vacancy – discussed in President's Comments.
9. Discussion regarding reducing number of Board members referred to executive session.
10. Parking Policy Revision – After publishing the proposed changes in the newsletter for homeowner feedback, 3 emails were received. Two were in support of the change and the third was in support of the change, but not in favor of towing vehicles. Motion made on this item.
11. Fairfax County hearing on In-Home Day Care – Board is waiting for answers from attorney.

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

1. Maintenance - Brick pavers from mailbox to sidewalk on Gwynedd. No action was taken on this matter and the issue was removed from further consideration.
2. Lee High School All Night Grad Party – Motion was made on the matter.

**EXECUTIVE SESSION** – to discuss violation of rules and legal matters.

Board convened into Executive Session at 9:01 PM.

Board reconvened into Open Session at 10:29 PM.

**MEETING MOTIONS**

1. Motion: To approve the February 6, 2019 Board meeting minutes as amended.  
Made by: Vice-President Perritt, Seconded by: Director Cerchione  
Vote: 3 Yes 0 No 1 Abstain (Perritt).
2. Motion: To accept the NCA audit for 2017 and to sign the representation letter.  
Made by: Treasurer Kruse from the Finance Committee.  
Vote: 5 Yes 0 No.
3. Motion: To write-off \$2,521.20 for the Luce property.  
Made by: Treasurer Kruse from the Finance Committee.  
Vote: 5 Yes 0 No.
4. Motion: To authorize \$300.00 for Easter Egg Hunt.  
Made by: Pam Rodriguez from the Recreation Committee  
Vote: 5 Yes 0 No.
5. Motion: To accept the quote from Fairfax Paving for \$20,038.00 for seal coating, patch repair and striping of the pool parking lot and \$12,000.00 to replace the RV lot fence, and to authorize removal of 2 identified trees up to an amount of \$2,000.00. Tree removal from operating all others from common ground reserves.  
Made by: Vice-President Perritt Seconded by: Director Cerchione  
Vote: 1 Yes ( S.Perritt) 4 No.
6. Motion: We accept the Reserve Advisers proposal.  
Made by: Treasurer Kruse Seconded by: Vice-President Perritt

Vote: 5 Yes 0 No.

7. Motion: To change the parking policy to reduce the use of blank spaces from 14 days to 7 days.  
Made by: Secretary Chauvin      Seconded by: President Jernigan

Vote: 5 Yes 0 No.

8. Motion: To contribute \$150.00 to the Lee High School All Night Grad Party.  
Made by: President Jernigan      Seconded by: Vice-President Perritt

Vote: 5 Yes 0 No.

**ADJOURNMENT:** The Board adjourned at 10:30 PM..