

NEWINGTON COMMUNITY ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING

AUGUST 7, 2019

CALL TO ORDER: The meeting was called to order by Vice President Cerchione at 7:00 pm.

MEMBERS PRESENT: Vice President Amber Cerchione, Secretary Karen Chauvin, Treasurer Dennis Kruse and President Sarah Jernigan (arrived a few minutes late).

MANAGEMENT PRESENT: Lori Randall and Tina Queen.

PRESIDENT'S COMMENTS: President Jernigan welcomed everyone. She reminded everyone that the Annual Meeting is to be held the next day at Harvester Presbyterian Church. Sign-in starts at 7:15 pm; information meeting and presentation of 2020 Draft Budget is at 7:30 pm and the Annual Meeting and election starts at 8:00 pm. She informed that as she was ending her second term on the Board, she would not be standing for re-election. She hoped that people in the community would consider to run for election to the Board.

COMMUNITY FORUM:

The following issues were raised by the community:

1. Resident received a violation letter and stated that due to extenuating financial circumstances he could not pay the fine. After discussion it was discovered that the letter was a notification of a violation only. Resident was informed that if he was unable to correct the violation in the time allowed it is very important that the community manager be notified ASAP of the problem so the Board can work with the homeowner to resolve the problem.
2. Tree complaint.
3. Complaint about pooling of water in parking spaces.
4. Tarpaulin laying on the grass off of Matisse and Northumberland. (Resident did not know if this was authorized. It was not so was just trash.)

HEARINGS: None were scheduled.

APPROVAL OF MINUTES:

The minutes for the July 3, 2019 Board meeting were approved by acclamation as amended to correct 2 typographical errors.

TREASURER'S REPORT by Treasurer Dennis Kruse:

Highlights of this report are:

1. Report covers Summit preliminary financial reports through the end of June 2019 and Rees Broome collection status report through the end of June 2019.
2. Through the end of June 2019 operating expenses were below budget for every category except Swimming Pool Expenses. Overall expenses were below budget. Regular and reserve income were better than budget. The association's finances remain healthy and we are well positioned to meet all expected requirements.
3. The total number of overdue owner accounts at the end of June was 38, the lowest in the last five years. From May to June the total number of accounts overdue more than 90 days increased by 10% but the total amount overdue more than 90 days increased by 41% from \$17,369 to \$29,304. This is apparently

due to the reconciliation of overdue balances reported by Summit and Rees Broome, respectively per an agreement reported in the March 6, 2019 Treasurer's Report.

Motion made out of committee. See motions section.

PLANNING AND DEVELOPMENT COMMITTEE, RESERVE/MAINTENANCE PLANNING COMMITTEE AND RECREATION COMMITTEE ALL HAD NO REPORTS.

ADMINISTRATION REPORT:

1. NCA Master Calendar – no changes.
2. Votes held between meetings – none.
3. Resale inspections – 8511 Jenner, 8568 Gwynedd, 8556 Gwynedd, 8447 Kitchener, 8335 Moline, 8315 Cushing and 8320 Cushing.
4. Architectural Modifications Applications (6/26/19 to 7/31/19) – 6 approved, 2 pending and 2 denied.
5. Homeowner communications –
 - a. Resident would like to know why trash bins that have not been brought back in are no longer removed from the streets.
 - b. Resident would like to have a tree trimmed along common sidewalk (management to look at it).
 - c. Look at dead branch that overhangs property on Gwynedd. (Does not meet criteria of tree policy.)
 - d. Resident would like to build a retaining wall on common ground behind his house. (Told he must submit a request in writing to the Board.)
 - e. Budget request item – add plants to garden on Delong between two Lemoyne entrances.
 - f. Break in ball field fence.
 - g. Neighbor's tree leans significantly towards his parking space. (Not a rule violation as the tree is not dead.)
 - h. Neighbor on Matisse puts trash out early all the time. (management looked at.)
 - i. Resident wanted to drill holes in picnic tables for umbrellas since they are unable to eat on the pool deck and there is very little shade in grassy area. (Umbrellas need stands and both are a problem for mowing.)

OTHER MANAGEMENT ACTIONS

1. Approved new skimmer net at \$44 and shock treatment of \$250 to deal with high pool water temperatures.
2. Sprayed a wasp nest.
3. Worked with Recreation Committee on Movie Night at the ballfield.
4. Annual meetings letters mailed. Prepared first draft of the budget and financial highlights for annual meeting and reviewed the budget with the Treasurer.
5. Coordinated access to the tennis courts.
6. Sent list of all tree concerns from residents to the arborist so they would be looked at during the annual tree inspection.
7. Identified work needed on 6 trees on Delong, Northumberland, Brandeis and at the ballfield.
8. Followed up on all violation letter questions.
9. Reported lights out on Lemoyne a second time.
10. Provided community leader contact information to Supervisor Storck's office,
11. Reviewed draft of board member's written pool pass process.
12. Sent letter offering a different parking space to address a resident concern about a tree with deadwood.
13. Forwarded completed Reserve Study to the Board.

OLD BUSINESS

1. Engineering Review of Luce and Matisse – Contract has been signed and sent back to the contractor. Waiting schedule of dates for work to be done.
2. Google forms – Secretary Chauvin reported on this. Work on this continues. She will continue to update. Resident in audience to help.
3. ARC Standards – First draft is done and all Board requested changes are also done.
4. ARC Inspections – All streets done. Discussion was held about taking photos of violations. Motion made. See motions section.
5. Fairfax County Hearing on Daycare – Issues discussed of daycare providers allowing children to use NCA facilities and common grounds. Legal issues are involved. Due to new state laws that address daycares management recommended Board consults legal counsel. Motion made. See motion section.
6. Grounds Contract Renewal – tabled until September.

NEW BUSINESS

1. Common Area Walkway – In response to a letter of request from several homes on Gwynedd to install a walkway behind their homes. No action was taken.
2. Environmental Committee – Resident asked that Board approve a new NCA committee that deals with environmental issues. Motion made. See motions section.
3. Annual Tree Inspection – Completed. Discussion of this tabled until September.

EXECUTIVE SESSION

Convened into executive session at 8:37 pm to discuss a legal matter and an employee matter.

Convened back into open session at 9:00 pm

MEETING MOTIONS:

1. Treasurer Kruse made the motion out of committee to approve Doubtful account line to \$15,000 to be reflected in 2020 budget. Vote: 4 yes. 0 no.
2. Secretary Chauvin made the motion to expend \$1,500 to have Summit Management employee to complete photo of every home for photo library project. Motion was seconded by Vice President Cerchione. Vote: 4 yes. 0 no.
3. President Jernigan made the motion to send Policy Resolution 19-02 to NCA attorney. Motion was seconded by Vice President Cerchione. Vote: 4 yes 0 no.
4. President Jernigan made the motion to accept a new NCA committee – Environmental Restoration Committee. Committee to be chaired by Tim Helfersay. Motion was seconded by Vice President Cerchione. Vote: 4 yes 0 no.
5. Secretary Chauvin made the motion to spend \$8,212.50 for priority one trees. Motion was seconded by Vice President Cerchione. Vote: 4 yes 0 no.
6. President Jernigan made the motion to waive violations charges and late fees per hardship waiver provided the violations are addressed by October 1, 2019. Motion was seconded by Vice President Cerchione. Vote: 4 yes 0 no.

ADJOURNMENT: Meeting was adjourned at 9:05 pm.