

1 **Wellington Community Association**
2 **Board of Directors Meeting**
3 **Approved Minutes**
4 **February 15, 2005**
5

6 A meeting of the Board of Directors was convened at the Wellington Community Center,
7 located at 9700 Wellington Road, Manassas, VA, 20110.
8

9 **PRESENT**

10 Board Members: Stephanie Shoram, President; Dee Kuwalik, Vice President; Andrew
11 Lopez, Director; Bob Porch, Director; Rick Ritner, Director; and Mike Wittlinger,
12 Director. Legum and Norman staff: Martha Kaczmarczyk, Community Manager; Renee
13 Thompson, General Manager; and Kathleen Thomas, Assistant General Manager.
14

15 **CALL TO ORDER**

16 Stephanie Shoram called the meeting to order at 7:00 p.m.
17

18 **MEMBERS ABSENT**

19 Bob Ferguson was absent.
20

21 **PRESENTATION**

22 Len Forcas and Peter Melman from the Giant Development Group were present to
23 address the Board regarding the plan for the development adjacent to the Wellington
24 Station Shopping Center. Board members and residents were able to address questions to
25 the developer.
26

27 **OPEN FORUM**

- 28 • A resident was present to address the Board regarding vandalism at the half court
29 and vandalism of a home near the half court.
30 • An officer from the MCPD was present to observe the board meeting.
31

32 **COVENANTS COMMITTEE REPORT AND MINUTES**

33 There were no minutes, as quorum was not met for the January or February Covenants
34 meeting.
35

36 **APPOINTMENT TO COVENANTS COMMITTEE**

37 Dee Kuwalik MOVED to appoint Duane Kidwell to the Covenants Committee. The
38 motion was SECONDED by Mike Wittlinger. The motion was APPROVED
39 UNANIMOUSLY.
40

41 **BOARD OF MEETING MINUTES - JANUARY 11,2005**

42 Dee Kuwalik MOVED to approve the minutes from the January 11, 2005 Board meeting.
43 The motion was SECONDED by Bob Porch. The minutes were APPROVED
44 unanimously.
45
46

1 **BOARD MEETING MINUTES - JANUARY 18, 2005**

2 Dee Kuwalik MOVED to approve the minutes from the January 18, 2005 Board meeting.
3 The motion was SECONDED by Bob Porch. Discussion followed. Bob Porch asked that
4 on page 3, line 38 the word “abstaining” be changed to “not present”. The amended
5 minutes were APPROVED unanimously.
6

7 **MANAGEMENT REPORT**

8 Mike Wittlinger and Bob Porch inquired about tracking maintenance activity. Staff
9 agreed to include maintenance activity in management report. Dee Kuwalik inquired if
10 the Scholarship should be included in the Events calendar. Stephanie Shoram
11 commended staff on the Volunteer Appreciation Night.
12

13 **FINANCIAL REPORT**

14 Mike Wittlinger inquired as to how surplus is distributed.
15

16 **FLANAGAN COURT CLOSURE**

17 Renee Thompson reported that the City of Manassas zoning office has stated that they do
18 not support the closing of Flanagan Court. Mike Wittlinger requested that the closure be
19 pursued. Staff was directed to research the cost and process of closing the street and
20 proceed with a formal request through the city.
21

22 **TOWNHOME STREET LIGHTS**

23 Dee Kuwalik MOVED to direct staff to work with legal counsel to draft appropriate
24 letters and mail them to the townhome homeowners for their consideration regarding the
25 installation of street lights on their streets. The motion was SECONDED by Andrew
26 Lopez. Discussion followed. Dee Kuwalik then amended the motion to specify
27 “installation of street lights on streets that currently do not have street lights.” The
28 amended motion was APPROVED unanimously.
29

30 **PORTABLE GUARD STAND**

31 Dee Kuwalik MOVED to approve the purchase of a portable lifeguard stand at a cost of
32 \$1,455.41. The motion was SECONDED by Bob Porch. Discussion followed. Mike
33 Wittlinger suggested that he could purchase this item at a lower cost through his business.
34 Staff was directed to work with Mike Wittlinger to obtain the stand. Dee Kuwalik
35 AMENDED the motion to approve the purchase of a portable lifeguard stand at a cost not
36 to exceed \$1,455.41 plus sales tax and freight cost. The amended motion was
37 APPROVED unanimously.
38

39 **BASKETBALL COURT HOURS**

40 Dee Kuwalik MOVED to change the basketball court hours from closing at 4:00 pm
41 to closing at 5:00 pm. The motion was SECONDED by Stephanie Shoram. Discussion
42 followed. The motion FAILED with a vote of 2-3-1. Stephanie Shoram and Rick Ritner
43 in favor and Dee Kuwalik abstaining.
44

45 **REIMBURSEMENT REQUEST**

46 Dee Kuwalik MOVED to approve the reimbursement of \$102 to Boy Scout Troop 1188.

1 The motion FAILED due to lack of a SECOND.

2
3 **TOT LOT REMOVAL**

4 Dee Kuwalik MOVED to approve the removal of the remaining four Tot Lots at a cost of
5 \$6,168.00. The motion was SECONDED by Stephanie Shoram. Discussion followed.
6 Mike Wittlinger disclosed that he is the owner of Clearwater Ponds and suggested that he
7 could remove the Tot Lots at a significantly lower cost. Staff was directed to obtain a
8 Certificate of Insurance and a formal bid from Clearwater Ponds. Dee Kuwalik
9 AMENDED the motion to approve the removal of the remaining four tot lots at a cost not
10 to exceed \$6,168.00. The amended motion was APPROVED unanimously.

11
12 **WATER SUPPLY CONTROL VALVES**

13 Dee Kuwalik MOVED to approve the replacement of the valve system due to aging and
14 corrosion, at a cost of \$2,500. The motion was SECONDED by Andrew Lopez.
15 Discussion followed. The motion was then TABLED, to obtain warranty information.

16
17 **CHANGE OF ATTENDANCE**

18 Rick Ritner left the meeting at 9:30 pm.

19
20 **MAGNOLIA GROVE - DISCUSSION ITEM**

21 Andrew Lopez discussed the Magnolia Grove Drive drainage project. He suggested that
22 it should be looked at from the hill where the water may be draining from. Management
23 suggested hiring a civil engineer. Staff was directed to investigate the cost of a civil
24 engineer to evaluate the drainage.

25
26 **SECURITY - DISCUSSION ITEM**

27 Management asked the board for parameters in order to proceed with the bid process.
28 Discussion followed. Staff was directed to communicate via email as to what each board
29 member feels are appropriate guidelines for security proposals and consolidate input.
30 Input from Board members should be received by March 1.

31
32 Mike Wittlinger MOVED to approve a mailing to all residents in order to solicit opinions
33 on security. The motion was SECONDED by Bob Porch. The Motion Failed with a vote
34 of 2-3 with Mike Wittlinger and Bob Porch in favor.

35
36 Mike Wittlinger MOVED to approve an early edition of the Defender in order to solicit
37 resident opinions on security. The motion FAILED due to a lack of SECOND.

38
39 Andrew Lopez MOVED to approve that five means of communication be used to
40 announce a security meeting - website, newsletter, post on front door, bulletin sign and
41 telephone message. The motion was SECONDED by Stephanie Shoram. The Motion
42 was APPROVED with a vote of 4-1, Mike Wittlinger opposing.

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44 **GIANT DEVELOPMENT GROUP - DISCUSSION ITEM**

45 Andrew Lopez requested an analysis be done to gauge the effect of the development on
46 Wellington properties. Staff was directed to investigate the cost of such an appraiser.

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ADJOURN

Stephanie Shoram MOVED to adjourn at 10:10 pm. The motion was SECONDED by Bob Porch and APPROVED unanimously.

Respectfully Submitted,

Bob Ferguson
Secretary/Treasurer

Date