

1 **Wellington Community Association**  
2 **Board of Directors Meeting**  
3 **Approved Minutes**  
4 **October 17, 2006**  
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: Christopher Sims, Suzanne Seaberg, Bob Porch, Michele Samoy, and  
11 Dennis Young. Legum and Norman staff: Debbie Johnson, General Manager and Barry  
12 Barrett, Community Manager, April Ludke, Community Manager.

13  
14 Andrew Lopez was absent.

15  
16 **CALL TO ORDER**

17 Christopher Sims called the meeting to order at 7:00 p.m.

18  
19 **CITY OF MANASSAS POLICE DEPARTMENT**

20 Lt. Bill Hutchinson, Midnight Watch Commander attended the meeting to discuss  
21 community policing, general safety and vandalism. He suggested residents contact the  
22 police dispatch at 703-257-8000 to report graffiti on any city property or utilities. Lt.  
23 Hutchinson answered questions and said he would be glad to return to answer any further  
24 questions.

25  
26 **RESIDENTS FORUM**

27 A resident from Thistlewood Court attended the meeting to follow-up on violation  
28 concerns on Peachwood. She wondered what the outcome of the hearing a few months  
29 ago, because there is now a house across the street with yard decorations. She also had  
30 concerns regarding towing fees incurred by the association due to the actions of a board  
31 member.

32  
33 **ARCHITECTURAL HEARINGS**

34 10293 Calypso Drive: The owner was not present but responded to the notice.

35 10295 Calypso Drive: The owners were not present at the hearing.

36 10299 Calypso Drive: The owner was present at the meeting.

37 10272 Calypso Drive: The owners were not present at the meeting.

38  
39 **COMMITTEE REPORTS**

40 Covenants Committee - Adil Godrej reported on the last meeting held by the Covenants  
41 Committee on October 3 2006. He stated that 6 applications were approved at the  
42 October meeting and one application was approved with a stipulation.

43  
44 Grounds Committee – No report or action taken. The Board tasked Tim Hughes to set a  
45 meeting date with the Grounds Committee to review the Butternut tot lot area to discuss  
46 landscaping needs and issues to prepare for installation of new equipment.

1 **BOARD MEETING MINUTES**

2 Bob Porch MOVED to approve the minutes from the September 19, 2006 Board of  
3 Director's meeting, as amended. . The motion was SECONDED by Suzanne Seaberg.  
4 The minutes were APPROVED unanimously.

5  
6 **PRESIDENT'S REPORT**

7 Andrew Lopez was not in attendance at the meeting.  
8

9 **MANAGEMENT REPORT**

10 Debbie Johnson introduced April Ludke from Legum and Norman. She will be working  
11 closely with Barry Barrett at Wellington.  
12

13 Ms. Johnson stated that all plans were in place for the Fall Festival; however there is a  
14 lack of volunteer participation. Chris Sims MOVED to cancel the Fall Festival due to  
15 lack of volunteer participation. The motion was SECONDED by Michele Samoy. The  
16 motion was APPROVED unanimously.  
17

18 Ms. Johnson reported that a Neighborhood Watch Program has been scheduled for  
19 November 2 at the Community Center and the meeting scheduled for October 23 on the  
20 Flanagan Court closing hearing with the City Council.  
21

22 The new Assistant General Manager stated work on November 3 and has been  
23 familiarizing himself with the community and the covenant processes. Board members  
24 requested that the word "resolved" that appears in the covenants report be changes to read  
25 "activity" to avoid confusion. Mr. Porch requested a list of all fields in the data  
26 dictionary, if possible. Mr. Sims questioned who owns the data gathered in the  
27 Communal ink system.  
28

29 The Board would like legal to look into our governing documents to ascertain what  
30 responsibilities for maintenance the association has verses the City of Manassas  
31 regarding the infrastructure of the storm water pond systems.  
32

33 **FINANCIAL REPORT**

34 Barry Barrett covered highlights in his reports and answered questions accordingly. The  
35 Board requested a copy of the Reserve Study.  
36

37 **OLD BUSINESS**

38 Budget - The Board reviewed the second draft budget presented by Barry Barrett from  
39 L&N. Bob Porch MOVED to approve the draft budget as presented with no increase in  
40 dues for 2007. The motion was SECONDED by Suzanne Seaberg and the budget was  
41 APPROVED unanimously  
42

43 Guideline Review – The Board needs to provide management with their comments on the  
44 draft Design Standards and Guidelines by November 15 in order to prepare for the  
45 November meeting. The Board discussed compiling a possible color scheme for single

1 family and town homes for convenience and continuity. Mr. Sims will provide the Board  
2 with a color scheme for aluminum siding.

3  
4 Tot Lots – The Board would like to obtain prices for replacement of the four vacant tot  
5 lots. Suzanne Seaberg and Michele Samoy will investigate equipment styles. A survey  
6 request will be included in the November issue of the newsletter asking residents their  
7 opinions of tot lot installation priority.

8  
9 **NEW BUSINESS**

10 Application Review – The owner of 9289 Veridan Drive submitted an application to the  
11 Covenants Committee to install lattice to the front porch entryway of their stairs. The  
12 applicant was unable to obtain signatures from the adjacent lot owners. The Covenants  
13 Committee was in agreement that the application was approvable but requested that  
14 signatures be obtained by management. Management made an attempt to gather  
15 signatures and was unsuccessful. The application was brought to the Board for review  
16 and approval. Bob Porch MOVED to approve the application as submitted. The motion  
17 was SECONDED by Michele Samoy and was APPROVED unanimously

18  
19 **DIRECTORS FORUM**

20 Bob Porch provided a list of trucks that exceed our current Guidelines in size. He  
21 suggested making some changes to allow “standard” vehicles that are made by today as  
22 opposed to past years. He will work on possible changes to Policy Resolution #7 and  
23 will have a rewritten policy for the November meeting. Mr. Porch would also like to see  
24 a field in the Covenants report that lists the name of the individual who completed  
25 inspections.

26  
27 The Board requested that a copy of the draft meeting minutes be sent out prior to the  
28 meeting package in order to complete action items in a timely manner.

29  
30 Bob Porch MOVED to contact the list of candidates starting from the highest vote result  
31 from the 2006 Annual Meeting to fill the vacant position on the Board. The motion was  
32 SECONDED by Suzanne Seaberg and the motion was APPROVED unanimously.

33  
34 Mr. Porch would like to work with Jalon Zimmerman on up-dating the website and he  
35 would like to discuss purchasing a new all-in-one copier for the office.

36  
37 The Board reviewed information on the Magnolia Grove drainage issue presented by  
38 Debbie Johnson. Suzanne Seaberg MOVED to approve the price not to exceed \$2,000.00  
39 for Dominion to repair the pot hole on Magnolia Grove as a temporary repair until spring  
40 of 2007. The motion was SECONDED by Bob Porch and was APPROVED  
41 unanimously.

42  
43 Dennis Young questions basket ball hoops in public streets and the process of having  
44 them removed.

45

1 Michele Samoy stated that City stickers are due on November 15 and a notice should be  
2 put in the Defender stating the same. Management was requested to contact the City  
3 Police and request an officer to sit at major entrances to the community to enforce the law  
4 the week of November 20. She was also concerned about individuals setting trash out  
5 early and in common areas. She will provide an article on this subject for the newsletter.  
6 Another item of concern was realtor and advertisement signs on the common areas.

7  
8 Chris Sims stated that he will provide information to management and the Board  
9 regarding assessing charges to homeowner for violation notices, parking policies,  
10 guideline reviews and color pallets for the website.

11  
12 **ENTER EXECUTIVE SESSION**

13 Chris Sims MOVED to enter executive session at 10:10 p.m., to discuss legal matters.  
14 The motion was SECONDED by Michele Samoy and APPROVED unanimously.

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16 **EXIT EXECUTIVE SESSION**

17 Chris Sims MOVED to exit executive session at 10:15 p.m. The motion was  
18 SECONDED by Bob Porch and APPROVED unanimously.

19  
20 **ARCHITECTURAL HEARINGS**

21 10293 Calypso Drive: Chris Sims MOVED to levy a \$50.00 one-time charge and impose  
22 a charge of \$10.00 per day until the violation(s) are corrected if not completed by  
23 November 15, 2006. The motion was SECONDED by Bob Porch and APPROVED  
24 unanimously.

25  
26 10295 Calypso Drive: Chris Sims MOVED to levy a \$50.00 one-time charge and impose  
27 a charge of \$10.00 per day until the violation(s) are corrected if not completed by  
28 November 15, 2006. The motion was SECONDED by Bob Porch and APPROVED  
29 unanimously.

30  
31 10299 Calypso Drive: Michele Samoy MOVED to levy a \$50.00 one-time charge and  
32 impose a charge of \$10.00 per day until the violation(s) are corrected if not completed by  
33 November 15, 2006. The motion was SECONDED by Bob Porch and APPROVED  
34 unanimously.

35  
36 10272 Calypso Drive: Michele Samoy MOVED to levy a \$50.00 one-time charge and  
37 impose a charge of \$10.00 per day until the violation(s) are corrected if not completed by  
38 November 15, 2006. The motion was SECONDED by Bob Porch and APPROVED  
39 unanimously.

40  
41 Bob Porch MOVED to up-hold the decision of the Covenants Committee in May of 2003  
42 for the house color on 10203 Bens Way. The motion was SECONDED by Michele  
43 Samoy and APPROVED unanimously.

1 **ADJOURN**  
2 Chris Sims MOVED to adjourn meeting at 10:25 p.m. The motion was SECONDED by  
3 Suzanne Seaberg and APPROVED unanimously.

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5 **Respectfully Submitted,**

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7 \_\_\_\_\_  
8 Suzanne W. Seaberg  
9 Secretary

\_\_\_\_\_ Date

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