

**Wellington Community Association
Board of Directors Meeting
Approved Minutes
March 20, 2007**

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

PRESENT

Board Members: Andrew Lopez, Christopher Sims, Suzanne Seaberg, Bob Porch, Chip Hierlihy and Michele Samoy. Legum and Norman staff: Debbie Johnson, General Manager, Joyce Virgil, Assistant General Manager, April Ludke, Community Managers.

Tim Violette was absent.

CALL TO ORDER

Andrew Lopez called the meeting to order at 7:00 pm.

POLICE REPORT

Officer Tina Pannell-Laguna attended the meeting to introduce herself and to answers any questions from the Board or residents. Officer Pannell-Laguna is assigned to the Dean/Round Neighborhood Team. Topics of discussion included juvenile incidences due to warmer weather. The Board asked for the tot lots, basketball court and tennis courts be patrolled as often as possible.

RESIDENTS FORUM

A resident from Thistlewood Court attended the meeting to thank the Board for the work on the tot lots. She requested that the Board install a fence at the bottom on the Felicia Court tot lot. A fence was there originally and was removed when the old equipment was removed. Lighting at the tot lots was also questioned as well as some areas of the trails that may need some repair. Solar lighting was also suggested for these areas.

A resident from Butternut Circle attended to state that the tennis court gate is still broken and that a trash can was missing.

A resident form China Grove asked that a trash pick up is completed in the wooded section of China Grove along the fence line.

A resident from Cloudberry Way attended the meting to ask that the Board look into pond care, (i.e. remove lilies, install new stones around the pond, and to trim up lower tree branches).

HEARING

9133 Verbena Court – The owners did not attend the hearing and thereby waived their rights to be heard.

9304 Garst Drive - – The owners did not attend the hearing and thereby waived their rights to be heard.

1
2 9296 Veridan Drive – The owners did not attend the hearing and thereby waived their rights to
3 be heard.

4
5 **MEETING MINUTES**

6 The Board reviewed and made corrections to the minutes of the February 20, 2007. Christopher
7 Sims MOVED to approve the minutes from the February 20, 2007 Board of Director’s meeting.
8 The motion was SECONDED by Bob Porch and the minutes were APPROVED unanimously.

9
10 **COMMITTEE REPORTS**

11 Covenants Committee – The minutes of the March 6, 2007 Covenants Committee meeting were
12 presented to the Board and reviewed by Adil Godrej. Bob Porch asked that his name be added to
13 the attendance list.

14
15 Grounds Committee – Tim Hughes was not able to attend the meeting. No written report was
16 received. Debbie Johnson reported that Mr. Hughes had prepared an article for the March
17 newsletter asking for resident input on grounds improvement ideas and received some responses
18 for volunteers to serve on the committee. Mr. Hughes would also like to run the article for the
19 April issue.

20
21 Parking Committee – The Committee held a meeting and will have another on April 12. Each
22 person is supposed to work on plans for a section and bring it to the next meeting for review.

23
24 **MANAGEMENT REPORT**

25 Debbie Johnson presented the management report for the Board’s review. The Board would like
26 to set up a meeting at the Community Center with three different contractors and have them
27 bring a portfolio of brick and stamped concrete products for review.

28
29 Debbie Johnson and Christopher Sims will review the draft Guidelines for finalization so that it
30 can be sent to the printers.

31
32 Covenants – Joyce Virgil, Assistant General Manager, attend the meeting to answer any
33 questions that the Board may have on covenants reports, policies and/or procedures. The Board
34 would like to find out if the information in Communilink can be dumped in a PDF file for
35 review. April Ludke will contact the administrator and will get back to the Board. If Ms. Ludke
36 reports that it can’t be accomplished, Mr. Porch or Mr. Sims would like to discuss the matter.
37 The Board would also like to see if a picture is available for a specific violation in the “notes”
38 section of the reports.

39
40 The Board would like to have the covenants violation form put on the web site.

41
42 Ms. Johnson asked that the Board extend the positions of Adil Godrej and John Rosko on the
43 Covenants Committee whose position expired March 2007. Bob Porch MOVED to extend the
44 positions for one year. The motion was SECONDED by Christopher Sims and the motion
45 passed unanimously.

1 Financials – April Ludke from Legum and Norman reported that 2 treasury notes totaling
2 \$85,000 matured on February 15, 2007. Management recommended that these funds be
3 combined with funds from the operating account to purchase a \$100,000 one year Treasury note.
4

5 Andrew Lopez MOVED to take a five minute break at 8:55. The motion was SECONDED by
6 Bob Porch and all were in favor. The meeting reconvened at 9:00.
7

8 **OLD BUSINESS**

9 Butternut Tot Lot Area/ Magnolia Path Improvement - The Board reviewed proposals received
10 from contractors for the area improvements. The Board would like to schedule another walk-
11 through on March 31, if possible, to view this area along with the Magnolia path area and the
12 Georgetown South fence line. They would like to have the proposals modified to include a
13 snaking path leading to the shopping center and materials to block off the other paths forming in
14 the area. They would also like to know the drop dead date for plantings in the spring.
15

16 **ENTER EXECUTIVE SESSION**

17 Bob Porch MOVED to enter Executive Session at 9:15 to discuss contractual, employee and
18 legal issues. The MOTION was SECONDED by Suzanne Seaberg and all were in favor.
19

20 **EXIT EXECUTIVE SESSION**

21 Bob Porch MOVED to exit executive session at 10:40 p.m. The motion was SECONDED by
22 Christopher Sims and APPROVED unanimously.
23

24 The Board would like management to invite a representative from Chadwick, Washington,
25 Moriarty, Elmore & Bunn, P.C. to attend the April meeting to discuss delinquencies and
26 assessment collections.
27

28 The Board would like Juan Cardenas to attend a working session to review various topics of
29 concern from legal counsel.
30

31 **HEARINGS**

32 9133 Verbena Court: Christopher Sims MOVED to assess a one time charge of \$50 and \$10 per
33 day until the violations are corrected as listed in the March 6, 2007 violation letter. The motion
34 was SECONDED by Michele Samoy and APPROVED unanimously.
35

36 9304 Garst Drive: Christopher Sims MOVED to assess a one time charge of \$50 and \$10 per
37 day until the violations are corrected as listed in the February 21, 2007 violation letter. The
38 motion was SECONDED by Michele Samoy and APPROVED unanimously.
39

40 9296 Veridan Drive: Christopher Sims MOVED to assess a one time charge of \$50 and \$10 per
41 day until the violations are corrected as listed in the February 20, 2007 violation letter. The
42 motion was SECONDED by Michele Samoy and APPROVED unanimously.
43

44 **PAYMENT PLANS**

45 Suzanne Seaberg MOVED to approve the payment plan submitted for 9340 Garst Drive paying
46 \$50 per month in addition to regular assessments with no subsequent late fees accruing as long as
47 the plan is followed. If the plan is not followed, the total amount will be due and payable. The
48 motion was SECONDED by Christopher Sims and the motion was APPROVED unanimously.

1
2 Bob Porch MOVED to approve the payment plan submitted for 9004 Coriander Circle paying
3 \$100 per month in addition to regular assessments with no subsequent late fees accruing as long
4 as the plan is followed. This payment plan is contingent upon a written opinion from legal
5 stating that all procedures have been followed regarding the Soldier and Sailors Relief Act. The
6 motion was SECONDED by Christopher Sims and APPROVED unanimously.
7

8 Michele Samoy MOVED to deny the settlement request received from 10950 Pennycress Street
9 to pay \$600 and keep the green stain on the deck. The motion was SECONDED by Christopher
10 Sims and APPROVED unanimously.
11

12 Pool White Coat – Christopher Sims MOVED to approve the proposal from Winkler Pool
13 Management, Inc. in the amount of \$54,475.00 for white coating the pool. The proposal includes
14 the removal and replacement of 9 racing lanes and 18 turn targets. The motion was SECONDED
15 by Michele Samoy and APPROVED unanimously.
16

17 **NEW BUSINESS**

18 Basketball Court Rules – Michele Samoy MOVED to amend the basketball court rules and
19 posted sign to reflect the hours of 9 am until 9 pm and to remove the provision which threatens
20 hoop removal. The motion was SECONDED by Chip Hierlihy and APPROVED with a vote of
21 4 for and 2 against.
22

23 2007 Pool Rules - The Board reviewed the 2006 pool rules. Michele Samoy MOVED to revise
24 the 2006 pool rules for 2007 to include the following changes:
25

26 8. Swimmers must wear proper swimming attire. No street clothing will be allowed
27 in the pool, including but not limited to cutoffs, dungarees, t-shirts or similar attire of the
28 type, which will unravel and cause drain clogging. Additionally, street (hard-soled)
29 shoes are prohibited in the pool area.
30

31 17. Children using the wading pool are the responsibility of the parent(s) or escort
32 and must be accompanied and supervised by an adult or escort who is also within the
33 perimeter of the wading pool. Children over six (6) years of age are not permitted in the
34 wading pool, even during the fifteen-minute adult swim break.
35

36 21. Swimmers shall not swim in the diving/slide areas except to exit the pool after
37 diving. Swimmers shall always remain clear of the ladders except when entering or
38 exiting the pool
39

40 23. Only one person at a time is allowed on the diving board, ladder and inside the
41 slide tube.
42

43 37. No food or beverages are allowed in the dressing rooms, in the pool or the pools
44 edge. A designated area is provided for picnic needs.
45

46 38. Glass containers are not permitted in the pool area or bath house. Styrofoam cups
47 and balloons are also prohibited as these materials can clog and cause damage to the pool
48 filtration system.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

The motion was SECONDED by Christopher Sims and APPROVED unanimously.

Home Based Businesses – Christopher Sims MOVED to deny home based businesses within the community, pending contrary information from legal. The motion was SECONDED by Michele Samoy and APPROVED unanimously.

The Board requested that management get prices for a one time per week clean up in the town house sections.

Two Treasury notes totaling \$85,000 matured. April Ludke will email a price sheet for comparison on interest rates to Andrew Lopez for review and consideration. Christopher Sims MOVED to approve combining the \$85,000 and funds from the operating account to purchase a \$100,000 one-year note that provides the best rate. Andrew Lopez will make the final decision on the note selection and report to April Ludke. The motion was SECONDED by Bob Porch and APPROVED with a vote of 5 for and one abstention.

The Board would like to receive quotes to replace a section of split rail fence with wire mesh for the bottom of the Felicia Court tot lot.

The Board asked that the Parking Committee ask Melissa Smith to act as Chairperson of the Committee.

The Board asked that Andrew Lopez contact Tim Violette to discuss his role as a Director on the Board of Directors.

ADJOURN

There being no further business at hand, Andrew Lopez MOVED to adjourn the meeting at 12:40 p.m. The motion was SECONDED by Christopher Sims and APPROVED unanimously.