

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
June 11, 2007

**BOARD MEMBERS PRESENT:**

- Jim Alba, President; Greg Truba, VP; Karthik Srinivasan, Secretary; Larry Cimbalista, Treasurer; Rob Whetsel; Mark Wright; Matt LeClercq
- Staff Members: Audra Wallace, Community Manager, PMP; Ed Thomas, CEO, President, PMP

**CALL TO ORDER:**

Jim Alba called the meeting to order at 7:00pm.

**BOARD MEMBERS ABSENT:**

Karthik Srinivasan left at 8:23pm.

**GUEST:**

Sally Gillette from Reed Smith was present to answer questions about and obtain signatures on the right-of-way agreement for the Dominion Virginia Power easement at the corner of Laurel Ridge and Gloucester.

Mark Wright made a MOTION to accept the right-of-way agreement as written. Matt LeClercq SECONDED the motion. The motion (BOT-0607A) was APPROVED (7-0-0).

The letter detailing the traffic calming measures was discussed.

Ed Thomas stated that he had spoken with Sally Gillette about providing temporary screening along the pool fence to provide privacy to pool users during construction.

**RESIDENT INPUT:**

None.

**APPROVAL OF AGENDA:**

Rob Whetsel made a MOTION to approve the June 11 2007 agenda as written. Mark Wright SECONDED the motion. The motion (BOT-0607B) was APPROVED (7-0-0).

**COMMITTEE REPORTS:**

- **Architectural Review Board (ARB):** Not present.
- **Communications Committee (CC):** Mark Wright said he is finalizing the newsletter. Karthik volunteered to write an article from the Board for the next two newsletters.
- **Events Committee (EC):** Not present.
- **Neighborhood Watch Committee (NW):** Not present.
- **Open Space Committee (OSC):** Russ Fuller said the fire hydrants had been painted. A discussion was held about the bid for \$3500 for removing four dead trees. OSC should obtain two more bids. Russ should ask BladeRunners for a better price which includes just dropping the wood, if possible. The OSC will keep the BOT updated via email. If the cost

exceeds the budget, the OSC should contact the BOT.

A discussion was held about lighting. The OSC should come up with a plan for phasing in lighting for areas such as the Courts sign, tot lots, and pool parking lot.

A discussion was held about the pads under the swing sets. The decision was made to remove the worn-out ones and wait six months to see how the new ones work. The OSC should plan their expenditures so that adequate funds remain for needed projects.

- **Pool Committee (PC):** Larry Cimbalista said the Pool Opening party was successful and that about 300 promotional cups were given away. The pool will be closed for re-sealing the floors on Tuesday and Wednesday and re-open Thursday at 6:00.

Mark Wright made a MOTION to approve the transfer of \$4255 from Community Reserves, with \$2200 going toward installation of a fiberglass diving board to replace the broken diving board, and \$2055 to replace the cracked collar on the slide. Rob Whetsel SECONDED the motion. The motion (BOT-0607C) was APPROVED (7-0-0).

A discussion was held about the muddy condition of the fenced-in grassy area.

Ed Thomas will send Larry a list of pool suppliers so he can price pool umbrellas.

- **Swim Team Committee (STC):** Rob Whetsel reported that the swim team is ready. Audra reported that there are 111 outside pool memberships.

### **FINANCIAL REPORT:**

Larry Cimbalista reported that the expenses are now split between townhomes and single-family homes. The \$500 line item expense for the Dumpster needs to be re-coded. At the end of July, \$2800 should be taken from 'common area snow removal' and moved into the operating fund for the creation of a new account for the townhouse snow removal reserve expense.

### **COMMITTEE MEETING DATES:**

ARB - 6/13; Events – 6/18; OSC – 6/20 at 6:30pm; Pool – 7/3; STC – see web site.

### **APPROVAL OF MINUTES:**

A MOTION was made by Karthik Srinivasan to accept the May 14<sup>th</sup> meeting minutes as written. Greg Truba SECONDED the motion. The motion (BOT-0607D) was APPROVED (7-0-0).

### **MANAGEMENT REPORT:**

- Ed Thomas explained that all of his communities are changing over to a standardized management report format.
- The work order has been approved for repairing the separated wood at the Sprucegrove tot lot.
- Ed Thomas repaired the area around the manhole cover.
- Sally Gillette will talk to Larry Leber about the screening for the pool fence.
- Audra reported that 20 applications were approved and one was denied. An appeal will be held on Tuesday.
- Audra reported that between 5/14 and 6/7, there were eight covenant violations and nine violations closed.
- Mark Wright made a motion to approve the changes to the Clubhouse Rental Agreement to not allow alcoholic beverages. Karthik SECONDED the motion. Discussion was held about the insurance cost, liability issues, and risks. The motion (BOT-0607E) was APPROVED (6-1-0, with Matt LeClercq voting No).
- Audra requested clarification on a question from an outside pool member regarding

consideration of room mates as pool members. Larry stated that unrelated adults would be guests. Larry also stated he will consider revising the pool rules to further clarify the number of adults allowed per pool membership.

**PENDING BUSINESS:**

- A discussion was held about the Rees Broome report detailing 2007 Legislative Changes Affecting Community Associations, in particular, the increase in the maximum fee that may be charged for resale disclosure packets.
- Mark Wright made a MOTION to accept Resolution 2007-01 'Resale Certificate/Disclosure Packets' which allows a maximum charge of up to \$325 per the Virginia Legislature. Rob Whetsel SECONDED the motion. The motion (BOT-0607F) was APPROVED (6-0-0).
- Ed Thomas will send Resolution 2007-01 to Mark Wright for inclusion in the newsletter. The newsletter and web site should communicate the details of the increase and the fact that the HOA is not profiting from the fee.
- Matt LeClercq made a MOTION to accept the recommendation of PMP to collect the fee for the Resale Certificate/Disclosure Packet in advance before delivering it to the seller. Larry Cimbalista SECONDED the motion. The motion (BOT-0607G) was APPROVED (6-0-0).
- Matt LeClercq made a MOTION to set the rate for the Resale Certificate/Disclosure Packet at \$200, effective July 1 2007 through December 31 2007. Larry Cimbalista SECONDED the motion. The motion (BOT-0607H) was APPROVED (6-0-0).

**NEW BUSINESS:**

- Mark Wright made a MOTION to dissolve the Welcoming Committee since it has been inactive for at least two years. Greg Truba SECONDED the motion. The motion (BOT-0607I) was APPROVED (6-0-0).
- Matt LeClercq volunteered to be a liaison between the BOT and the ARB in having the ARB review Ashburn Farm HOA's Guidelines regarding plastic molded sheds.

**ADJOURN:**

The meeting was adjourned at 9:00pm in a MOTION made by Larry Cimbalista and SECONDED by Matt LeClercq.

Respectfully submitted,

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Karthik Srinivasan, Secretary

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Date

Board of Trustees  
Joyce L. Cimbalista, Recording Secretary  
Courts & Ridges of Ashburn Association