

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
June 14, 2010

**BOARD MEMBERS PRESENT:**

- Barbara Diaz, Vice President; Rob Altland, Treasurer; Peace Coyle, Secretary; Richard Thetga, Member at Large; Karen Farrell, Member at Large; Kim Lan Rosewall, Member at Large
- Staff Members: Audra Wallace, Community Manager, PMP

**CALL TO ORDER:**

Rob Altland called the meeting to order at 7:07pm.

**BOARD MEMBERS ABSENT:**

Karthik Srinivasan, President (Excused)

**RESIDENT FORUM:**

The residents of 20401 Volley Terrace were present to discuss what more can be done about neighbors who allow their dogs to use their yard and other residents' yards as their bathrooms, fail to clean up after their dogs, and let their dogs run loose without a leash. They also requested that a newsletter article be written that reminds residents of the rules and ordinances. Audra will send a letter to the dog owners reminding them of the rules and ordinances and requesting that they comply. Barbara recommended using a product on the grass that will remove the odor and keep the dogs from returning to the same spots. Rob said that should the dog owners not comply, the next step would be to contact Loudoun County Animal Control.

**COMMITTEE REPORTS:**

**Swim Team Committee (STC):** Not present.

**Communications Committee (CC):** Not present. Rob said the Board was reviewing a draft of the next newsletter.

**Open Space Committee (OSC):** Rob Altland got bids on repairs to the asphalt trails. Mark is working on identifying tree replacement locations and has identified the curbs for painting. Barbara identified three dead trees that need to be removed – one near the Kenilworth tot lot and two near Gloucester between Ashburn Road and Deerview. Barbara also said the hill across from Walgreens needs reseeding. Rob will let Mark know about these items so he can get estimates.

**Events Committee (EC):** Not present.

**Pool Committee (PC):** Not present.

**Architectural Review Board (ARB):** Not present.

**FINANCIALS:**

Audra will follow up on some questions she had on the balance sheet. Audra will create a more comprehensive summary report for the next meeting that shows the specific items that

contributed to the monthly totals and highlights any unexpected expenses.

**ANNOUNCEMENTS:**

ARB 7/14; BOT 7/12; Pool 7/6; STC 7/27; OSC 7/5.

**MINUTES:**

A MOTION was made by Barbara Diaz to approve the May 10, 2010 minutes. Richard Thetga SECONDED the motion. The motion (BOT-0610A) was APPROVED (5-0-1, with Rob Altland abstaining).

**MANAGEMENT REPORT:**

- Barbara asked for more timely preparation on contracts needing approval. For example, the snow removal contract should be ready for review in July/August. The September agenda should contain an action item to review committee recommendations in preparation for budget approval in November. The Open Space committee should have quotes on tree removal by August.
- Audra will contact SunTrust again about maintaining the property more than once per month. The car that had been parking there left bags of trash in the lot.

**PENDING BUSINESS:**

- A discussion was held about obtaining the original exterior paint colors. Audra will ask the ARB to take this as an action item. If needed, the ARB can send out a community email asking homeowners for the paint color information.
- Audra will contact Denise and request that she or a representative attend the Board meetings.
- If the ARB updates the Guidelines this fall, then perhaps an addendum can be mailed instead of mailing the entire document since it is expensive to mail.

**NEW BUSINESS:**

- Audra explained the Repeat Offender modification that can be made to the documents to expedite the violation process for residents who repeat the same violation.
- Audra will remind Bill Mason to check into the question about quorum requirement for the Annual Meeting.
- The Board discussed the recent pool repairs. A lane link hook was not re-installed and will be fixed. Audra, Greg, and Chip will perform an inspection of the pool repair work. Some coping stones are dirty and the caulking needs more work. Audra will contact the lawyer about withholding payment until repairs are complete. Barbara suggested that all contracts have a clause that addresses work not being completed on time.
- A discussion was held about removing trees along Floral Valley and Portland Terrace that have destructive root systems. Audra will start the process of identifying which trees should be removed and whether they are on common area or on homeowner property. She will also get removal and replacement estimates and the order of priority.

**ACTION ITEMS:**

- Barbara Diaz made a MOTION to approve the appointment of Marty Wood of 20367 Coldstream Terrace to the ARB. Peace Coyle SECONDED the motion. The motion (BOT-0610B) was APPROVED (6-0-0).
- Peace Coyle made a MOTION to accept the revised quote of \$12,230 from Bishop on the

tennis court repairs with fence repairs not to exceed \$500. Richard Thetga SECONDED the motion. The motion (BOT-0610C) was APPROVED (5-0-1, with Rob Altland abstaining).

- The Board acknowledged the decision of the swim team committee to open the pool at 11am instead of noon on weekdays in June and July.
- The Board agreed to accept the offer of extending the pool season by one week. Audra will ensure that outside pool members are informed. A sign will be posted in the lobby.
- Rob Altland made a MOTION to approve \$1250 for replacement of the main pool pump impeller and \$250 for replacement of the flow meter. Richard Thetga SECONDED the motion. The motion (BOT-0610D) was APPROVED (6-0-0).
- Mark Wright will purchase four cans of curb paint and paint the curbs that were discussed.

**EXECUTIVE SESSION:**

At 9:04pm, Rob Altland made a MOTION to enter Executive Session for the purpose of discussing delinquencies.

Executive Session ended at 9:10pm.

Barbara Diaz made a MOTION to follow the attorney's recommendation and write off \$700.22 for account #32179. Peace Coyle SECONDED the motion. The motion (BOT-0610E) was APPROVED (6-0-0).

**ADJOURN:**

The meeting was adjourned at 9:10pm in a MOTION made by Rob Altland.

Respectfully submitted,

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

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Date