

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
July 9, 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 7:07pm.

**BOARD MEMBERS ABSENT:**

Rob Whetsel (E).

**GUESTS:**

- Deputy Andy Forsch was present to discuss the recent vandalism on Robindale and Snowpoint Place. Deputy Forsch will check into information about the vandalism that was emailed to Deputy Schleiden. The deputy stressed the importance of keeping items such as GPS units and IPODs out of plain view and ensuring cars are locked. Deputy Forsch asked residents to call if they see either of two vehicles that the sheriff's office is trying to locate.
- Sally Gillette from Reed Smith was present to request the HOA to release a 10-foot trail easement on the second lot of the commercial property by signing a deed over to Gloucester Capital Partners. Jim Alba stated that the HOA lawyer, Mr. Ray Ceresa, had approved the document. Sally Gillette offered \$500 to the HOA to cover the attorney costs for reviewing the request. The Board agreed to assign Karthik Srinivasan the task of further investigating the easement. Sally Gillette requested that the Board let her know their decision by 1pm Tuesday July 10, since she is trying to close on the property.

**COMMITTEE REPORTS:**

**Swim Team Committee (STC):** Cheryl Whetsel presented the final swim team roster and a status report to the Board.

- Cheryl reviewed the purchases, income from concessions, and sponsors.
- To address some recent issues, Cheryl stated that the committee will plan on meeting with Splash and the lifeguards at the beginning of the next season.
- The parent letter will be revised to clearly state the policy prohibiting siblings of swim team members from swimming at the pool. Cheryl developed a clubhouse policy for committees to use.
- Cheryl requested the Board's permission on extending the pool hours to 9:30pm for the July 28<sup>th</sup> party. The Board agreed, as long as the STC arranges for lifeguard coverage.
- Cheryl and the coach met with Splash to discuss issues regarding swim lane usage during

swim team practices and use of the pool for lifeguards to give swim lessons.

- Cheryl stated she had received complaints about the cleanliness of the pool's bathrooms.
- Jeff Eberhard stated that the budget was tracking and that he would provide a final 2007 swim team report at the end of the season. The STC is projecting a surplus at the end of the year. Jeff will adjust the pool usage fee per Larry's request to reflect \$25 times 58 non-resident swimmers.
- The Board approved Cheryl's request to add Ruth Brunelli as paid coaching staff in the form of a \$250 gift.
- The STC budget will be posted on the Lightning web site in response to Larry Cimbalista's suggestion to provide budget information to swim team parents.
- Audra will register Rob Whetsel's clubhouse key in Cheryl's name per Cheryl's request.

### **RESIDENT INPUT:**

- Kevin Kelley was present to discuss issues related to BladeRunners, such as requiring a non-refundable fee for quotes for residents, poor mulching work, especially around the trees at the Kenilworth dry pond, and the quality of the bush and tree trimming. Russell Fuller stated he would review these issues with BladeRunner next week. Jim Alba will call BladeRunners tomorrow and let Kevin know the response.
- In response to Kevin's question about cleaning the outlet of the Kenilworth dry pond, Audra was asked to get a quote from the handyman. Audra will also call the County to find out how often they perform maintenance on the storm drains.
- Denise Hoffman asked about the maximum size of the swim team and said how busy the pool was during the Swim Team's Ice Cream Social. It was explained that the entire swim team was present for a team photo.

### **APPROVAL OF MINUTES:**

A MOTION was made by Greg Truba to accept the June 11<sup>th</sup> meeting minutes as amended. Mark Wright SECONDED the motion. The statement about the 111 pool memberships will be moved to the Pool Committee Report. The motion (BOT-0707A) was APPROVED (6-0-0).

### **COMMITTEE REPORTS, continued:**

**Architectural Review Board (ARB):** Adil Ocak stated that 29 applications were reviewed at the last meeting. Adil asked for approval of three new members: Denise Hoffman, Eric Amrhein, and Russell Fuller. Denise and Eric have attended two meetings and Russell has attended one. Adil asked the Board members to email their feedback about the changes to the Guidelines. Larry Cimbalista recommended re-organizing the shed section to make it easier to follow. The 10'x12' cap on shed size was briefly discussed. After the next ARB meeting, Odil stated he would email the Board and ask for approval for Denise and Eric since they will have attended three consecutive meetings.

**Communications Committee (CC):** Mark Wright said the next newsletter will go to the printer around August 7<sup>th</sup> or 8<sup>th</sup>, and the Board will be asked to review it on August 1<sup>st</sup>.

**Events Committee (EC):** Not present. The July 4<sup>th</sup> event turned out very well.

**Neighborhood Watch Committee (NW):** Not present.

**Open Space Committee (OSC):** Russ Fuller was present to give an update and discussed mulching, tree trimming, and tree removal. A stop sign at Sprucegrove and Sunset will be added to the list of signs to be installed and they will all be installed at one time.

A discussion was held about the ARB chairperson and Jim Alba agreed to talk to the chairperson about issues that were raised.

**Pool Committee (PC):** Mark Wright made a MOTION to approve the transfer of \$900 from

Common Area Reserves to the operating budget to pay for the repair of the baby pool pump. Karthik Srinivasan SECONDED the motion. The motion (BOT-0707B) was APPROVED (5-0-1, with Larry Cimbalista abstaining).

A discussion was held about the cleanliness of the pool bathrooms.

**FINANCIAL REPORT:**

Larry Cimbalista reported that the townhome and single-family home expenses need to be separated again. Audra will ensure that the \$4255 and \$900 expenses are transferred. Ed Thomas will send a new balance sheet to Larry.

**COMMITTEE MEETING DATES:**

ARB - 7/11; Events – 7/18; OSC – 7/18; Pool – 8/7; STC – 7/24.

**MANAGEMENT REPORT:**

The Board approved Audra’s request to send a 10-day notice to the property on Sunset Terrace.

**PENDING BUSINESS:**

A discussion was held about pool closings due to contamination, and whether to suspend families whose children are responsible for repeated incidents. Larry Cimbalista will add information about this to the annual pool letter and will also include a reminder about the arm’s length rule.

**ACTION ITEMS:**

Larry Cimbalista made a MOTION to not hold a BOT meeting in August. Greg Truba SECONDED the motion. The motion (BOT-0707C) was APPROVED (6-0-0). A draft budget will be needed for the September meeting.

**NEW BUSINESS:**

- The Board agreed that committee chairpersons should review their committee charter with new committee members. Ed Thomas recommended that a Saturday training session be held after the Annual Meeting during which committees ensure that all members are up-to-date.
- A discussion was held about the language in the committee charters regarding having a spouse on a committee when the Board member serves on the Board. It was agreed that if the language is not clear, it should be revised.
- Mark Wright will invite Mrs. Werner, Executive Director of The Good Shepherd Alliance, to the September meeting so that HOA can discuss concerns about the new Hope Center that is being established next to the Fire Department.

**EXECUTIVE SESSION:**

At 10:40pm, Larry Cimbalista made a MOTION to enter Executive Session for purposes of discussing Swim Team Committee issues. Greg Truba SECONDED the motion.

Executive Session ended at 11:19pm.

**ADJOURN:**

The meeting was adjourned at 11:19pm in a MOTION made by Larry Cimbalista and SECONDED by Karthik Srinivasan.

Respectfully submitted,

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

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Date

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**EXECUTIVE SESSION:**

- Larry Cimbalista expressed his frustrations with swim team committee issues. He also reviewed past problems caused by the coach and how similar problems had been occurring again recently. Larry asked the other Board members to think about what action they might want to take in September.
- It was discussed about whether the charter should be re-written to exclude paid contractors who are also residents of the community.
- Ed Thomas said he will talk to other swim teams to see how they deal with these issues.

Respectfully submitted,

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

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Date