

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
August 14, 2006

**BOARD MEMBERS PRESENT:**

- Jim Alba, President; Greg Truba, VP; Larry Cimbalista, Treasurer; Karthik Srinivasan, Secretary; Neil Manausa, Robert Whetsel
- Staff Members: Dalia Martinez, Community Manager, PMP; Gene Campbell, Director of Management Services, PMP

**CALL TO ORDER:**

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

**BOARD MEMBERS ABSENT:**

None.

**GUESTS:**

- Larry Leber, Upshire Realty Advisers in Maclean; General Manager of Gloucester Capital Partners, LLC
- Sally Gillette, attorney land planner; ReedSmith
- Lori Waters, Loudoun County Board of Supervisors, Broad Run District
- Danny Davis, Assistant to Lori Waters
- Nicole Stevens, Loudoun County Planner
- Jim Alba opened a discussion regarding the commercial property at the corner of Gloucester Parkway and Claiborne Parkway. Jim reminded attendees that the HOA has been discussing this property for four years, does not own the commercial property, and has done due diligence considering all the options, safety issues, entrances, and the effects on the community.
- Sally Gillette reviewed the history of the property starting from 1993. Sally addressed the concerns that Courts and Ridges residents expressed at the July 25<sup>th</sup> public hearing. Sally stated that Susan Leslie Drive would not be converted to a public road. Regarding the questions about moving the entrances to Gloucester or Claiborne, Sally stated that VDOT would not support it. In response to questions about denser landscaping buffers, Sally said that the landscaping will meet or exceed the Type 3 requirement. The builder has already agreed to provide \$10,000 to the HOA for additional landscaping and \$2500 for a fence along Susan Leslie Drive.
- In answer to Lewis Dias' (43771 Sunset Terrace) question about the higher traffic volume, Sally Gillette replied that the property owner will pay 50% of the maintenance of Susan Leslie Drive upon receiving an itemized invoice from the HOA.
- Regarding the entrances, Lori Waters made the following points. There is a requirement of 700 feet minimum between median breaks which is not available. An entrance is not permitted off a turn lane. It may be negotiable to change the first entrance to be ingress and

egress, and the second entrance for emergency vehicles only. A barricade could be used to separate the residential portion from the business. Since Susan Leslie Drive is a private road, a Memorandum of Understanding with the sheriff's office could be agreed upon to set a lower speed limit.

- In response to Yolanda Thompson's (43778 Sunset Terrace) comment that the Type 3 buffer is not adequate, Sally Gillette replied that when taking the entire buffer into consideration, it will result in more than a Type 4 buffer.
- Lori Waters stated that the approval of the plan is on hold until September 5<sup>th</sup>. To deny the application, there would need to be findings for denial, and there is not a strong case. Lori stated that her reason for being at the meeting tonight is to find out what needs to be changed to get the application approved. All agreements reached need to be in the legal language of the proffers so it's enforceable.
- Larry Leber said the bank and Walgreens are low-use and should average one to two cars per hour for the drive-through. Larry stated he would look into doing one entrance instead of two.
- In response to Lori Waters' question about re-locating existing mature trees, Larry Leber said he would ask his landscape architect.
- In response to Lori Waters' question about moving the existing barricade closer to the recreation area boundary to force construction traffic to exit via Claiborne Parkway and writing this into the proffers, Larry Leber replied that he could.
- Discussion was held about providing additional safety by adding speed bumps, making the exit 'left turn only', and adding a crosswalk with stop signs. Larry Leber will work with residents if there are issues regarding construction dust. Larry also stated that he would account for damage to homes due to blasting if the resident could show the damage was caused by the blasting. Larry will take steps to warn residents when blasting is to occur and communicate with the HOA.
- When asked about adding a sidewalk around the perimeter, Lori Waters said that there is the ability to add a sidewalk that would co-exist with an appropriate buffer.
- Jim Alba stated that the BOT will meet with Sally Gillette and get all the issues laid out. The information will be emailed to all residents on the HOA community email list and will be posted on the web site. Feedback can then be gathered from residents. All of this will be completed in time for the September 5<sup>th</sup> hearing. Jim Alba stressed again that the HOA does not own the property, therefore we need to continue the good relationship with the owner and get the best deal we can.

### **INTERMISSION:**

After a short break, the meeting was resumed at 9:20pm.

### **RESIDENT INPUT:**

- Ruth Brunelli commended Splash Aquatics on the great job they've done and described a recent situation at the pool during which the lifeguards responded according to procedure.
- In response to questions about residents leaving trashcans outside, Jim Alba reminded residents to contact PMP so Dalia Martinez can begin the notification process.
- Dalia Martinez is to look into replacing the broken glass in the bulletin board with plexi-glass or a similar material.
- Dalia Martinez is to find out who the sheriff contact is for Neighborhood Watch.
- Neil Manausa made a MOTION to accept George Clement of Coldstream Terrace as the chairperson of the Neighborhood Watch Committee, contingent on good standing with the

HOA. Rob Whetsel SECONDED the motion. The motion (BOT-0806A) was APPROVED (6-0-0).

- In response to Emma Clement's question about streetlights being out, Jim Alba advised her to contact Dalia Martinez with the number and/or location of the posts.

### **COMMITTEE REPORTS:**

- **Architectural Review Board (ARB):** Not present.
- **Communications Committee (CC):** Mark Wright needs an article from the BOT and the Pool Committee in order to finalize the next newsletter. Mark presented quotes and samples from printing companies. The BOT agreed to allow GAM Printers, Inc. to print the next newsletter. Mark notified the BOT that printing costs will exceed the budgeted amount, but that actual income will exceed actual costs.
- **Events Committee (EC):** Ruth Brunelli stated that the Ice Cream Social will be held Sunday August 27<sup>th</sup> at the Courts. The next meeting is September 20<sup>th</sup> at Ruth's house. On October 29<sup>th</sup> from 2-4pm there will be a combined fall/Halloween event including a parade.
- **Neighborhood Watch Committee (NW):** Mark Wright will put a short article in the next newsletter about the committee being active now that a chairperson has been appointed. Dalia Martinez is to add 'Neighborhood Watch Committee' to the next agenda.
- **Open Space Committee (OSC):** The next meeting is August 30th. Mark Wright said that although the quality of work is okay, Valley Crest has not been proactive enough – the plantings have been stressed from infrequent watering and the tot lots have still not been mulched. Dalia Martinez is to find a company to pressure wash and seal the wooden structures in the tot lots. Dalia is to obtain quotes on costs for signs, speed bumps and crosswalks in preparation for the 2007 budget. Mark Wright was commended on his efforts to get the County to fix the problems with the Kenilworth dry pond.
- **Pool Committee (PC):** Larry Cimbalista said there were no issues and that Splash will ensure the lifeguards wear identifying clothing next season.
- **Swim Team Committee (STC):** Cheryl Whetsel said they had a great season. Total income was \$17,508. Sponsorship income was \$3,711; concession income was \$2,141. Total expenses were \$13,972. Cheryl asked permission to purchase lane lines, rack and cover for \$2553 -- this amount exceeds the projected amount, however there is a surplus of \$3,535 (not including the equipment). Further action was delayed until the entire cost is known (chains, locks, anchors) and the committee has met with Larry Cimbalista and come up with a plan for storage.

### **APPROVAL OF MINUTES:**

A MOTION was made by Greg Truba to accept the July 10<sup>th</sup> minutes. Neil Manausa SECONDED the motion. The motion (BOT-0806B) was APPROVED (6-0-0).

### **NEW BUSINESS:**

- Dalia Martinez is to email the committee chairpersons stating that a first draft 2007 budget is needed by the September BOT meeting.
- Dalia is to invite Valley Crest to the next BOT meeting.

### **FINANCIAL REPORT:**

- Larry Cimbalista stated that he met with Ed Thomas to discuss financial questions.
- Larry Cimbalista made a MOTION to redistribute Reserve funds as follows:  
\$80,000 with National Bank of Kansas City – 60 month CD at 5.40%

\$90,000 with Nexity Bank – 24 month CD at 5.60%  
\$75,000 with Countrywide Bank – 12 month CD at 5.45%  
\$70,000 with Smart Street Bank – 12 month CD at 5.5%  
\$70,000 with Millennium Bank – 6 month CD at 5.46%

\$27,958.28 in cash reserves with Presidential Bank (savings) – 5.12% up to 35K.

Neil Manausa SECONDED the motion. Discussion was held and Larry confirmed there will be sufficient case reserves. The motion (BOT-806C) was APPROVED (6-0-0).

- Dalia Martinez is to make sure that Martin gets a copy of the approved recommendations and that Martin is to call Larry Cimbalista to confirm the details.

**ADJOURN:**

The meeting was adjourned at 10:23pm in a MOTION made by Neil Manausa.

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