

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
October 10, 2005

**BOARD MEMBERS PRESENT:**

- Neil Manausa, President; Matt LeClercq, Treasurer; Jim Alba, Mark Redd, Greg Truba
- Staff Members: Liz Deapen, Community Manager, PMP

**CALL TO ORDER:**

Neil Manausa called the meeting to order at 7:05pm.

**BOARD MEMBERS ABSENT:**

Dave Arundel (E), proxy to Greg Truba; Walt Koehler (E); Jim Alba departed at 8:56pm, with proxy to Greg Truba.

**COMMITTEE REPORTS:**

- **Architectural Review Board (ARB):** Rodger Willams said there were no concerns at this time and the committee will be meeting Wednesday.
- **Communications Committee (CC):** Mark Wright said the newsletter will go out on Tuesday or Wednesday. The committee is considering meeting every other month instead of monthly.
- **Events Committee (EC):** Diana Wilkins said the Fall Festival was attended by 55 people and that Spiderman was a big hit. The next event is the Halloween party.
- **Neighborhood Watch Committee (NWC):** Andy Adams has resigned as chair. Mark Wright knows someone who may be interested in being the chair.
- **Open Space Committee (OSC):** Rob Altland reported the tree and shrub planting has been completed.
- **Pool Committee (PC):** Larry Cimbalista said the committee has decided to prioritize replacement of the pool building flooring and will have pricing at the next meeting. Winterizing is complete. There is very little maintenance projected for the coming year.
- **Swim Team Committee (STC):** Kelly Brynda said the committee met on September 26 and will have timelines in place by the next meeting. They have developed committees within the Swim Team Committee such as Concessions, etc. the Board discussed advertising the coach's position in the local paper or web site and asked Kelly Brenda to look into it. They also discussed not purchasing swim lane equipment as it was purchased last year. This line item could help balance the budget for the ST.
- **Welcoming Committee (WC):** Neil Manausa reported that the committee is inactive at this time.

**APPROVAL OF MINUTES:**

A MOTION was made by Jim Alba to accept the August 8<sup>th</sup> BOT meeting minutes. The motion was SECONDED by Mark Redd. The motion (BOT-1005A) was APPROVED (6-0-0).

## **ACTION ITEMS:**

- Matt LeClerc made a MOTION to amend the bylaws of the Courts and Ridges HOA according to the document from the lawyer. Greg Truba SECONDED the motion. Neil Manausa explained that the motion allows the bylaws of the community to be changed to adjust the election as follows. In the next election the four candidates with the most votes will serve a term of two years and the two remaining candidates will serve a one-year term. (See the By Law Amendment wording for more details.) For all subsequent elections, candidates will always serve a two-year term. If a vacancy occurs on the BOT, the BOT will appoint a replacement who will fill the term of the vacated seat. This is a one-time change. The motion (BOT-1005B) was APPROVED (6-0-0).
- Regarding the pool management contract, Larry Cimbalista reported that the committee plans to discuss the four proposals received and make a recommendation to the BOT. The pool committee recommends not replacing the dive stand this year. Replacement of two defective underwater lights will be in the 2006 budget.
- Regarding the landscaping contract, Rob Altland said Blade Runners is requesting \$10,000 additional. The BOT asked Liz Deapen to contact Blade Runners and negotiate the best price for a 3-year contract.
- Jim Alba made a MOTION to accept the 2006 Communications Committee budget as amended. Mark Redd SECONDED the motion. The motion (BOT-1005C) was APPROVED (6-0-0). The advertising revenue was increased to \$2200.
- Mark Redd made a MOTION to accept the 2006 Events Committee budget as submitted. Neil Manausa SECONDED the motion. The motion (BOT-1005D) was APPROVED (6-0-0).
- Rob Altland reviewed expenses in the OSC budget such as repair of the Ridges' multipurpose court and tennis courts, curbside grass cutting twice a year for single family homes, improvement around the Sprucegrove Square tot lot, and milky spore treatment. In discussion, Matt LeClerc explained that the tennis court repairs will come out of reserve funds. He recommended against street cleaning for the town homes and also recommended that the excess funds from town home snow removal be rolled over to offset town home assessment. After discussion, it was determined not to roll over any funds. Matt LeClerc made a MOTION to accept the OSC budget as originally written. Mark Redd SECONDED the motion. The motion (BOT-1005E) was APPROVED (6-0-0).
- The Pool Committee budget was tabled until the next BOT meeting.
- Kelly Brynda reviewed the Swim Team Committee budget. The STC recommends increasing the team size to 125 swimmers. Swim caps are a big increase over last year. Kelly stated that the actual 2005 concession income is \$1668 so the 2006 budget should be changed to \$1668 also. Income may be solicited from Harris Teeter and realtors. As for expenses, the head coach salary has been increased from \$2200 to \$3000. Kelly was asked to change the budget to clarify that the \$600 for junior coaches be shown as \$50 per coach up to twelve coaches total. Other expenses include \$350 for software, office supplies for printing programs, clock, \$400 sound system installation and three new lane lines with cover and reel.  
Mark Redd made a MOTION to accept the STC budget as is with the amendment that it goes up to 125 swimmers and the possibility that there may be some of this expense coming back to them by further donations or solicitations. Matt LeClerc SECONDED the motion. Discussion followed. Matt LeClerc stated that the budget is operating at a \$2350 deficit, however he sees where expenses could come in under budget and thinks the STC will break even. The motion (BOT-1005F) was APPROVED (6-0-0).

- Liz Deapen had prepared a draft Association budget. Liz raised the issue of the trash removal contract for \$126,961, which is a 50% increase. Liz stated that Waste Management is not the best service provider for this community because they're international and don't handle regular service issues well. Liz recommended trying another company for a year. The County will be assessing a landfill charge in the second quarter. The BOT requested that Liz Deapen get bids for trash removal to discuss at the next meeting.

**FINANCIAL REPORT:**

Matt LeClerc stated that there were no unexpected expenditures.

**ADJOURN:**

The meeting was adjourned at 9:25pm in a MOTION made by Mark Redd.

Respectfully submitted,

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Walter M. Koehler, Secretary  
Board of Trustees  
Courts & Ridges of Ashburn Association

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Date