

Approved MINUTES
The Courts & Ridges of Ashburn HOA
Board of Trustees Meeting
20361 Susan Leslie Terrace
Ashburn, VA 20147
October 8, 2007

BOARD MEMBERS PRESENT:

- Jim Alba, President; Larry Cimbalista, Treasurer; Mark Wright; Matt LeClercq
- Staff Members: Audra Wallace, Community Manager, PMP; Ed Thomas, President, CEO, PMP

CALL TO ORDER:

Larry Cimbalista called the meeting to order at 7:05pm.

BOARD MEMBERS ABSENT:

Jim Alba arrived at 7:21pm.
Karthik Srinivasan (E); Greg Truba (E).

RESIDENT INPUT:

Barbara Diaz of Middlebrook Terrace inquired as to whether Walgreens would open prior to the traffic signal installation at the intersection and expressed concern over the lack of sufficient notice and length of the recent planned power outage. The Board replied that work has started on installation of the traffic signal and that it should be completed soon, however, the signal installation is independent of the Walgreens' opening. Audra will find out when the traffic signal at Gloucester and Claiborne Parkway is to be completed.

GUESTS

- Lyle Werner and John Cullinane from the Good Shepherd Alliance were present to discuss the new shelter to be located next to the Ashburn Fire Department. The facility will be the new administration headquarters as well as a thrift store, jobbing center, and drop-in shelter. Mrs. Werner is planning a ground-breaking on October 22nd and is hoping to finish transitioning the headquarters to the new building in January. The drop-in center will be open weekdays 9-5pm and the thrift store will be open weekdays 9-7pm and on Saturday. All drop-ins are required to fill out an application and pass a background check.
- The following guests were present to discuss the Peterson Companies' Belmont Estates development and the connection of Deerview Drive to Stubble Road:
 - Bruce Gould, Kevin Crown – The Peterson Companies
 - Colleen Gillis Snow – attorney; Cooley, Godward & Kronish, LLP
 - Art Smith – Loudoun County Office of Transportation Services
 - Jeff Gilliland, Jim Bishoff – J2 Engineers
 - Steve Welch – Nanrus Associates
- Kevin Crown and Colleen Snow reviewed the history of the plans for the development and that they placed the rezoning application on hold last year due to concerns expressed by the Courts and Ridges regarding increased traffic.

- A by-right application for twenty homes has been approved and construction could begin in three to five months. Peterson Companies is tentatively scheduled for a public hearing in November for resubmission of the original rezoning plan for 72 homes. Under the by-right plan, Deerview Drive would be connected to Stubble Road per the proffer. Under the rezoning plan, Deerview Drive would connect to the new community via a traffic circle and Stubble would have a chain barrier to restrict access to emergency vehicles only.
- A 2004 County traffic study indicated 1,350 trips per day at the Gloucester/Deerview intersection. A 2006 study performed by the Peterson Companies during the initial rezoning application process projected an additional 740 trips (based on ten trips per single family home per day) generated from the new housing for a total of 2,090 per day. With Deerview connected to Stubble Road, 1700 trips per day are projected.
- Under the rezoning plan, Peterson Companies would commit to a capital contribution of \$50,000 to the Courts and Ridges HOA, \$45,000 to traffic calming, \$52,250 to a lighted pedestrian crosswalk across Gloucester Parkway, \$15,000 to a traffic study, \$200,000 to a traffic signal, and landscaping along the Deerview Drive extension.
- Barbara Diaz of Middlebrook Terrace questioned the validity of a three-year-old traffic study.
- A four-acre property on Graves Lane could potentially be developed in the future.
- Cathleen Conden of Deerview Drive commented that a progressive study would more accurately predict the traffic on her portion of Deerview Drive.
- Bobby Conden of Deerview Drive inquired about a connection from the new development to Claiborne Parkway. Colleen Snow explained that a connection to Claiborne would be too close to the intersection and that the portion of Stubble nearest Claiborne Parkway will be vacated. A connection to the Greens at Belmont cannot be made due to floodplain issues and because the HOA does not want connections made to its' private roads.
- Neil Manausa of Raleigh Place, inquired about having the new community join our HOA. Bruce Gould explained that an HOA would be formed under either plan, and that Peterson would pay all expenses involved under the rezoning option.
- Neil Manausa recommended that the BOT consult with attorney Ben Leigh.
- Bobby Conden inquired whether the lighted pedestrian crosswalk and traffic signal were dependent on VDOT approval and Bruce Gould said if the signal is not approved they would commit the funds to a pedestrian bridge or other solution.
- After a brief meeting recess, Matt LeClercq said he has begun investigating a third option where the property would be developed by-right and C&RA HOA would file a petition to vacate a short section of Stubble Road, causing the connection to Deerview Drive to be closed.

COMMITTEE REPORTS:

Open Space Committee (OSC): Denise Hoffman talked about the high number of dead trees, the drought, and proper mulching of trees. Mark Wright recommended meeting with the landscaper in the spring to discuss these issues.

Larry Cimbalista made a MOTION to approve the bid from Colonial for 400 square feet of townhouse sidewalk repairs for \$2500. PMP should transfer \$2500 from Townhouse Reserves. Mark Wright SECONDED the motion and the motion (BOT-1007A) was APPROVED (4-0-0). Audra and Denise are to check for sidewalk repairs needed in the other townhome sections that weren't checked yet. A discussion was held about sealing cracks in the townhouse roads. Audra will see if a repair can be scheduled before cold weather. Audra should locate the bids

received earlier this year for sealing and crack repair.

Architectural Review Board (ARB): Denise Hoffman said the ARB had approved several applications and returned one. They are still working on Guidelines revisions.

Communications Committee (CC): Mark Wright is finalizing the next newsletter and recommended including an article summarizing the Peterson Companies' development plans.

Pool Committee (PC): Larry Cimbalista met with Splash to close the pool. Splash recommends sealing the caulk around the metal spacers between the slabs. This past spring, the County supervisor noticed the unevenness of the slabs and so there is a possibility of having to take up the slabs in the future, which would be a large expense. Ed Thomas knows of a material that can be used to inject under the slabs that will greatly reduce the cost and would not require removal of the slabs. Larry met with Jason Conklin, who expressed interest in joining and possibly chairing the committee.

Neighborhood Watch Committee (NW): Audra heard back from George that he is not interested in chairing the committee.

Events Committee (EC): Not present.

Swim Team Committee (STC): Not present.

FINANCIAL REPORT:

- Larry Cimbalista said that the townhome and single family home reserves still do not show as separate line items on the report. Ed Thomas explained that the reserves are actually allocated correctly but the report needs to be run differently to reflect that. Ed will send a revised report to Larry.
- Audra is to back out or void the CAI expense.
- Audra will find out what the 'clubhouse patrol' expense is.

COMMITTEE MEETING DATES:

Jim Alba stated that from now on, all committee meetings are to be held in the clubhouse. ARB - 10/10; Events – 10/15 7:30pm; OSC – 10/17 7pm; Pool – already met; STC – 10/23.

APPROVAL OF MINUTES:

A MOTION was made by Mark Wright to approve the August minutes as amended. Larry Cimbalista SECONDED the motion. The last statement under 'New Business' about requiring attendance at three meetings should specify that this refers to BOT-appointed memberships and not elections. The motion (BOT-1007B) was APPROVED (3-0-1, with Matt LeClercq abstaining).

MANAGEMENT REPORT:

- Audra said Deputy Walker will attend our BOT meetings if his schedule permits.
- The BladeRunners overcharge has been fixed.
- ADS will reimburse the HOA for electrical repairs to the light pole that they knocked over.
- A discussion was held about the proposal for the tennis court locks. Mark Wright will supply chains for the second gate of each court. Signs need to be ordered which state that tennis court users should contact the community manager for access.

Mark Wright made a MOTION to accept Action Without a Meeting #09110701. Larry SECONDED the motion. The motion (BOT-1007C) was APPROVED (4-0-0). Action Without a Meeting #09110701 is as follows: Jim Alba proposed installation of combination locks on all tennis court gates within the community and that implementation of the locked gates begins October 1st which will allow time for PMP to notify the community that the gates will be locked and how to gain access to the combination. The

combination will only be given to members in good standing with the HOA. A community email should be send and an article put in the newsletter. The reason for locking the gates is to keep vandals from continuously damaging the tennis courts. For the record, Action Without a Meeting #9110701 passed 6-0-0. Audra will determine if October 1st or November 1st is easier to implement.

- Larry Cimbalista suggested publishing a list of all the motions on the web site.

PENDING BUSINESS:

- Larry Cimbalista has been working on changing the wording in the committee charters. He added clarification in regards to a member becoming suspended and remaining so until their account is brought current. He also added a statement about BOT members being active on committees. Larry will create a charter for the Neighborhood Watch committee.
- Larry Cimbalista reviewed the status of the 2008 HOA budget. The budget was simplified by consolidating some of the codes.
- Mark Wright said that the Walgreens landscaping looks nothing like what was originally planned. The BOT discussed installation of fences to keep balls from rolling down into the Walgreens lot. Mark Wright stated that the \$15,000 from Larry Leber has dropped to \$9,000 and should be restored. A discussion was held about where to take funds from and Larry said he would restore the \$15,000 by reducing Open Space's budget to \$3500, removing \$500 from the Pool Opening Party and reducing the Events Committee budget. Larry will send a revised budget out.
- Larry Cimbalista made a MOTION to raise the HOA dues by 5% for 2008. Mark Wright SECONDED the motion. The motion (BOT-1007C) was APPROVED (4-0-0).
- Trash collection will be going up by 6% or \$2900. Even if the HOA raises dues by 5% per year for the next three years, it will still be just keeping up with expenses.
- A discussion was held about where to get more funds. Pool memberships were discussed, specifically what price should be charged and how many to offer.
- The Board discussed the need for holding a Special Meeting regarding the Peterson Companies' development. They also discussed the two options presented. Ed Thomas suggested that the new community could be designated as a third type of housing that maintains their own open space. Ed Thomas can send out a mailing to all residents if the Board would like. Ed Thomas also offered setup of an online survey to collect residents' opinions. Jim Alba will contact Lori Waters.

ACTION ITEMS:

- Audra will check on the Gloucester streetlight that is out.
- Mark Wright asked Audra about getting stop signs for the streets by Walgreens.

NEW BUSINESS:

Audra will contact Larry Leber about fixing the landscaping and replacing the pavers that were removed when the power was connected.

ADJOURN:

The meeting was adjourned at 11:04pm in a MOTION made by Jim Alba.

Respectfully submitted,

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

Date