

Approved MINUTES  
The Courts & Ridges of Ashburn HOA  
Board of Trustees Meeting  
20361 Susan Leslie Terrace  
Ashburn, VA 20147  
November 24, 2008

**BOARD MEMBERS PRESENT:**

- Greg Truba, President; Karthik Srinivasan, V.P. and Secretary; Matt LeClercq, Treasurer
- Staff Members: Audra Wallace, Community Manager, PMP

**CALL TO ORDER:**

Greg Truba called the meeting to order at 7:05pm.

**RESIDENT INPUT:**

Fred Briggs of Robindale Court said he is new to the community and wants to get involved.

**COMMITTEE REPORTS:**

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

**Communications Committee (CC):** Not present.

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

**Open Space Committee (OSC):** Russ Fuller said 45 dead trees were removed by a group of volunteers and there are still 20-25 remaining. Grass has been planted where the trees were removed. Meadows Farms completed the landscaping along Gloucester Parkway. Russ is looking into repairing some of the mailbox kiosks. Several options were discussed for providing lighting for some of the mailbox units that need lighting at night.

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

**Pool Committee (PC):** Greg Truba said the final pool inspection was done. He has three bids for the pool management contract.

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

**UPCOMING MEETING DATES:**

ARB 12/10; OSC 12/11; Events – no date; BOT – 1/12; Pool – none.

**FINANCIALS:**

Matt LeClercq said there are no anomalies. He reduced the townhouse snow removal amount for 2008. A CD will need renewal soon and Matt is considering placing half in a 6-month CD and half in a 3-year CD.

**APPROVAL OF MINUTES:**

A MOTION was made by Greg Truba to approve the October 20, 2008 minutes. Matt LeClercq SECONDED the motion. The motion (BOT-1108A) was APPROVED (3-0-0).

**MANAGEMENT REPORT:**

- The panel has been added to the fence along the basketball court, and the asphalt path was fixed by Dominion Virginia Power.

- Audra is getting bids on replacing the rotten wood on the clubhouse.
- Audra is getting bids on the tree root that is breaking up the asphalt path by the clubhouse.
- The Board discussed the vandalism that occurred at the Courts tennis court gate.
- The Board discussed available Board positions with Fred Briggs.
- The Board agreed to continue with the current way that non-profit usage of the clubhouse is handled.
- ADS is offering a three-year contract for January 2009 to December 2011. The Board discussed various issues related to trash cans such as whether ADS supplies trash cans to townhomes or only townhomes with garages. Audra will find out if ADS allows stenciling house numbers on their trash cans. Audra will also find out if ADS will waive the fee for a new trash can for the first 90 days of the new contract for anyone without a trash can or anyone who has a trash can that is in need of replacement.

### **ACTION ITEMS:**

- Karthik made a MOTION to approve the PMP Service Agreement for \$58,600. Matt LeClercq SECONDED the motion. The motion (BOT-1108B) was APPROVED (3-0-0).
- Audra informed the Board that the POA has raised the insurance requirement from \$500,000 to \$1,000,000. The Board agreed to make the change and the cost should be negligible.
- Audra will arrange for a legal attorney from Segan, Mason, and Mason to meet with the Board in January.
- Matt LeClercq made a MOTION to confirm the Action Without a Meeting #11050801 to allow the expenditure of \$3700 to replace and upgrade the landscaping at the Courts neighborhood entrance and reduce the line item in the OSC budget to \$2700 for 2009. Karthik Srinivasan SECONDED the motion. The motion (BOT-1108C) was APPROVED (3-0-0).
- Matt LeClercq made a MOTION to accept the US Aquatics bid for \$4250 to install the dual drain covers per the contract proposal. Greg Truba SECONDED the motion. The motion (BOT-1108D) was APPROVED (2-0-1, with Greg Truba abstaining).
- Audra will ask US Aquatics about the skimmer caps and find out if they're being recommended because of the possibility of injury.
- Matt LeClercq made a MOTION to have US Aquatics operate the pool per the contract proposal in the October packet. Karthik Srinivasan SECONDED the motion. The motion (BOT-1108E) was APPROVED (2-0-1, with Greg Truba abstaining).

### **BUDGET:**

Karthik Srinivasan made a MOTION to approve the proposed 2009 budget. Greg Truba SECONDED the motion. Single family home assessments will be increased in alignment with the budget to \$75.20 and townhouses to \$76.64. The motion (BOT-1108F) was APPROVED (3-0-0).

### **ADJOURN:**

The meeting was adjourned at 9:41pm in a MOTION made by Greg Truba.

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

