

**ROLLING RIDGE CONDOMINIUM ASSOCIATION  
MEETING MINUTES**

**SEPTEMBER 23, 2020**

Meeting was called to order at 7:01 pm.

**Attendees:**

Betty Holland – President  
Kelly Burcham – Vice President  
Carol Potter – Secretary  
Michelle Waddell – Member at Large  
Lisa Cornaire – Property Manager

**Homeowners Present:**

Rena Canales  
Christina Yanzon  
Mike Williams

**Approval of Agenda:**

Motion made to approve agenda, seconded, and approved by the Board.

**Approval of Minutes:**

Motion made to approve meeting minutes for August 2019; seconded and approved.

**Board Vacancy Appointment:**

Mr. Mike Williams has been appointed to the Board in the position of Treasurer to fill a vacancy.

**Homeowner Forum**

Homeowner on Macaw Square reports that the signs Lisa put around the area indicating where trash should be placed are working and has asked that reminders are sent and enforced as to when and where trash bags should be placed. The signs will be put in revolving locations and an article will appear in the newsletter. Also, in response to another complaint about the lateness of the Tuesday trash pickup, Lisa will speak to Patriot about making a change in the schedule to get to Rolling Ridge earlier.

Another homeowner brought up the issue of kids riding around on bikes in the street. The kids are careless when riding in the street. An article will be included in the newsletter.

Another issue brought up was that of the lawn conditions. Davey has been a disappointment this year; the grass is in poor condition and maintenance has not been the best. Lisa pointed out that the person in charge of Rolling Ridge lawn care died and a replacement has just been named. Davey will be given a chance; however, a second lawn company (Blade Runners) is being contacted for a quote.

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**Homeowner Forum (con't.)**

Regarding the upcoming holiday season, it was also suggested that an article be put in the newsletter about hanging lights and decorations outdoors. No holes can be put in the siding, as this can lead to serious damage. The removable hooks are the only things that can be used for hanging the decorations.

**Old Business**

Bank Signers – The HOA president now has signing privileges with the Rolling Ridge accounts.

Trash/Recycling issues -- As well as what was discussed in the Open Forum, Betty brought up the fact that homeowners are not securing their trash bags and the bags themselves are easily torn. An article will be put in the newsletter suggesting how homeowners can alleviate trash problems:

- Get a can
- Use heavy duty trash bags (construction grade)
- Use rodent repellent trash bags (smell of mint)

Another issue raised is that someone is dumping construction waste on Comstock Circle. Mike suggested installing a trail camera in the area to catch the illegal dumpers. The Board approved the purchase of a camera.

It was also suggested that the newsletter contain an article about:

When replacing your windows and sliding glass door, make sure you deal with a reputable company. There has been reports of leaks that have been traced to the sliding glass doors. Also, after a windstorm, go out and check you unit. Look for loose/fallen shingles and siding. Any problems notify Lisa immediately.

**New Business**

- a. The 2021 Budget was reviewed and approved with 3% increase in assessments.
- b. Reserve and CD investment—when the CD matures in March, the monies will be moved to the Sun Trust Money Market.
- c. 2019 Audit -- approved barring concerns. The board will review and bring up any issues with Lisa.
- d. Snow removal contract – approved, but the language of the contracts includes stairs and porches. Lisa will include this into the contract and monitor the snow costs so that this extra service does not put the community over budget for this item.

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### **New Business (con't.)**

- e. Landscape contract – approval is on hold pending a comparative quote from Blade Runners
- f. Soil Test and Lime application quote – approved
- g. Landscape quote for slit seeding – not approved
- h. light poles -- LED Fixtures -- Lisa will try and negotiate a better price
- i. Light Poles relocation -- tabled. Light poles were to be moved to people's lawns. It was suggested to get a quote on moving the poles to the grass section where the white parking lines are and surrounding the base with a shield.
- j. Cement sidewalk repairs – approved option 1 (less expensive) pending tree removal.
- k. Tree removal – waiting on quote from Reston.

### **Management Report**

Earlier in the year, there was an accident at the entrance to Rolling Ridge. The street sign was knocked down and the Rolling Ridge sign light was broken. Loudoun County replaced the street sign and is replacing the light. The entrance sign has been power-washed.

The asphalt work on the remaining streets in the community has been completed. By getting it done this year instead of waiting until next year, we have saved almost forty thousand dollars. The speed bumps and crosswalks have also been painted.

The ARC guidelines need to be updated. Michelle has volunteered to take on the task.

### **Closed Session.**

The meeting went into closed session at 8:54 pm to discuss collections.

### **Open Session**

Meeting went back into open session at 8:59 pm.

### **Adjournment**

The meeting was adjourned at 9:00 pm.