Seneca Ridge Homeowners Association
Board of Directors Meeting Minutes

Date: December 9, 2009
Time: 7:00 PM
Location: Cascades Library, Room A

Attendance: 7

Board Members Other Homeowners
KC Holland Beth Baker Michele Clair
Steve Honard Stephen Mann
Peggy Franklin Marit Chasse

KC, President, called the meeting to order when a quorum was reached at 7:24 pm.

Approval of Minutes: The minutes of the November 11, 2009 annual meeting were approved via email after the last meeting.

Officer Reports:

- President:
  - Without a full board present at the beginning of the meeting, the election of officers was postponed until January.
- Vice President: No Report
- Secretary:
  - No Report
- Treasurer:
  - Since the last meeting Elaine prepared two closing packets and paid the December landscaping bill.
  - Interest for the PNC money market was $48.05.
  - The budget report was presented and note was made that final figures for the year will not be recorded until January.
  - At the end of December both the PNC money market and the Cardinal CD will need to be reinvested.
  - Elaine presented a bill of $240 for her services, which the board approved.

Committee Reports:

- Architectural Review Committee:
  - Steve inspected two homes for closing packages:
    - 139 Seneca Ridge Drive
• 165 Seneca Ridge Drive. He noted that wood around the garage doors will need to be replaced within two months of the new home owners taking possession. (The home is in foreclosure.)
  - The home at 802 Potomac View Dr recently applied for approval of a concrete driveway and walk, which Steve will review.

- **Common Grounds:**
  - In Paul’s absence nothing was reported.

- **Social Activities:**
  - No report.

- **Newsletter:**
  - No report.

**Unfinished Business:**

Michele Clair presented a narrative of her efforts to gain relief from a water drainage problem on their property. Rain water runs from a large flat area of Sugarland Run HOA land through the Clairs’ gate, down the hill and into their house. (The board discussed the issue at the November meeting at which Michele was not present, but the next-door neighbor, John Wilson, presented his view on the Clairs’ proposal.

Michele has requested remediation from Loudoun County, Sugarland Run HOA, and Supervisor Susan Buckley. Each of these entities was able to witness flooding on the property in today’s rainstorm.

She has learned that the problem dates back to the 1980’s when the subdivision was constructed. Original plans showed their house six (6) feet higher in elevation, in reverse location, and a drain at the top of the hill; however, the county approved the builder’s second set of plans which omitted those features.

A Sugarland Run representative said they will look into the possibility of changing the elevation of their path, and also suggested that the five property owners in the immediate area raise their fences a few inches to equalize the flow of water.

A Loudoun County representative said that the county has no easement at the top of the hill so has no authority to make changes there. They also did not respond to a suggestion that they might be held liable for approving inadequate plans.

The county official in reviewing the Clairs’ plan recommended adding a solid (concrete) lip to the retaining wall to be constructed on their hillside so as to prevent erosion.
Susan Buckley’s office is working on a response.

Michele states that one immediate neighbor is in favor of their plan.

After a period of discussion, the board advised Michele to allow the various officials time to respond to the information they have gathered today. The board also requested Michele to do the following:

- Present a final copy of the plans to include things such as materials, layout, design (including pipe diameter and a cross-section drawing of the retaining wall.)
- Have each immediate neighbor sign their approval on the plan (name, address, date). With such agreement the board would not require an engineering and impact study.
- Present a document from the county agreeing to modification of easement around the curb storm drain.

Michele will inform us of future communication she has with Susan Buckley’s office and the county. The board tabled discussion until further developments occur.

- New Business

It has been brought to the attention of the board that boats have been moved from properties in the same area of Silver Ridge Drive and are now being parked on the street, causing a narrow and dangerous path for traffic. The board recognizes that the HOA has no authority over a state road, but will do the following:

- The board will talk with the Wilsons and Drevers about the boats.
- Steve Honard will see if there is a law or ordinance that covers this and report back to the board.

The meeting was adjourned at 8:40.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: January 13, 2009
Cascades Library