ROSSLYN FARMS BOROUGH COUNCIL
Regular Council Meeting
August 10, 2026

Meeting time: The meeting was called to order at 7:00 pm.

Location: Rosslyn Farms Community Center

Attendees: Council President David Robb (2029) was present and chaired the meeting. Council members Vashishta Bhaskar (2029), Jude Frank (2029), Chad Green (2027), Jonathan Glance (2029), Eve Jackson (2027), and Jay Lear (2027) were present. Mayor Isabel Ford (2029), Secretary/Treasurer Dorothy Falk, and Solicitor Emily Mueller were also present.

Regrets: none

Meeting Materials: A sign-in sheet and agenda were provided to those in attendance

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The Pledge of Allegiance was recited.

APPROVAL OF PRIOR MEETING MINUTES
Mr. Green made a motion to accept the minutes from July 13, 2026 as presented. The motion was seconded by Mr. Lear and passed unanimously.

PUBLIC FORUM
President Robb opened the floor to those wishing to speak.
Resident Jesse Schell was present and reported that the lateral installation to connect his home to the new Club force main was underway.

ENGINEER'S REPORT
President Robb summarized the monthly meeting. LSSE will provide a survey of the ballfield where the sidewalk will be installed. A walkthrough was held for the proposed trail on Kings Highway; tree locations will be added to the LSSE survey.

SOLICITOR'S REPORT
Solicitor Mueller summarized her monthly report, which included a significant RTK request.

EXECUTIVE SESSION:
Council went into executive session at 7:10pm to discuss potential legal issues. Council came out of executive session at 7:16pm.

MAYOR'S REPORT:
Mayor Ford reported that a tractor trail knocked out the sign at Kings and Priscilla and damaged the concrete pad. Ms. Falk will look into making a claim with their insurance company.

SECRETARY/TREASURER'S REPORT
Ms. Falk presented council with a list of Deposits, a Profit and Loss statement, and a Balance Sheet.

Disbursements: Ms. Falk presented council with a list of disbursements for bills received since the July 13, 2026 meeting. A discussion followed. Mr. Glance made a motion that council approve the

disbursements as presented. Ms. Jackson seconded the motion, which passed unanimously. Ms. Falk will hold the payment to Yocca Playground pending arrival of the replacement for the damaged support pole.

COMMITTEE REPORTS

Code management (Jackson) – No report.

Community Facilities (Bhaskar) –

Ceiling repair: Mr. Glance summarized the ceiling repair work in the classroom, which has been changed from drywall installation to a drop ceiling of acoustical tile and replacement lighting and a cost savings of $8,500. He provided an update on the status of the work, which will be completed by August 18, 2026 to accommodate Evergreen Montessori's schedule.

Boiler update: An inspection with Dunkirk (the manufacturer) and McKamish (the installer) will take place at 9:30am tomorrow. A report will follow.

Finance/Grants (Lear/Bhaskar/Frank) –

GEDTF 2026 – Ms. Falk reported that the deadline to apply for the grant is August 14. LSSE will provide an updated cost estimate for the project, previously estimated at $662,200. A discussion followed. Mr. Glance made a motion that Council authorize Ms. Falk to apply for a GEDTF grant in the amount of $350,000 and authorizing President Robb and Ms. Falk to complete the necessary grant documents and commitment letter. Ms. Jackson seconded the motion, which passed unanimously.

Human Resources (Lear) –

A discussion was held on health insurance. No action was taken at this time.

Infrastructure (Green) –

Pilgrim Road sidewalk design – President Robb summarized the bid results, which ranged from $212,215 to $245,344.50 for the base bid and $9,900 to $24,000 for the add alternate (no mow fescue). A discussion followed. Mr. Glance made a motion that Council award the base bid only to the low bidder, Independent Enterprises, Inc., in the amount of $212,215. Mr. Frank seconded the motion, which passed unanimously.

Club Road force main assessment – LSSE has certified the costs. Expenses through July 2026 totaled $186,036 to be divided equally among the ten abutting properties for an assessment amount of $18,604 per property. Mr. Glance made a motion that Council issue a certificate of assessment as required by ordinance, which was seconded by Mr. Lear. The motion passed unanimously. Ms. Falk will work with Solicitor Mueller to prepare a payment plan and invoices.

Winthrop Road force main update – The survey has been completed. LSSE will begin working on the site plan for the permit application.

2026 Sanitary Sewer O&M update – The contracts have been signed. A preconstruction meeting has been scheduled for Monday.

Parks/Recreation (Green) –

Parrish Park Playground – Mr. Green reported that an additional tree needed to be removed. The wall has been built and backfilled. Work is expected to be completed by the end of September.

Kings Highway Park design – The new trail will be located approximately 30-35 feet from the road. A final determination will be made after public works has cleared the honeysuckle. This work will be done in conjunction with the ballfield.

Waste/Recycling (Glance) – No report.

OLD BUSINESS:
Basketball courts: Ms. Jackson reported that a new backboard, rim, net, and retrofit kit will cost $1,720 each to make them regulation. The current height is 2" below regulation. A discussion followed. This will be considered further during the budget discussion.

NEW BUSINESS:
None.

ADJOURNMENT:
Mr. Glance made a motion that council adjourn the meeting at 8:15pm. Mr. Lear seconded the motion, which carried.