

**MINUTES OF THE RIDGETOP COMMONS  
HOMEOWNERS ASSOCIATION  
BOARD MEETING**

15500 Cavalier Landing Court  
Fairfax, Virginia

July 30, 2009

**I. ATTENDEES:**

Board Members Present: Mike Tembrina, President; Fred Lang, Vice President; and Dan DuBray, Secretary

Board Members Absent: Bob Dodd, Treasurer and Tom Kessler, Member at Large

Others Present: Rose Bailey, Service First; and Karen Case, Recording Secretary, Minute-By-Minute

**II. CALL TO ORDER:**

Mr. Tembrina called the meeting to order at 7:25 p.m.

**III. OPEN FORUM:**

No homeowners were present.

**IV. APPROVAL OF MINUTES:**

**MOTION:** Mr. Tembrina moved, Dr. Lang seconded, to approve the June 25, 2009 Board meeting minutes. The motion passed unanimously (3-0-0).

**V. COMMITTEE REPORTS:**

**A. Communications & Events:**

Mr. Tembrina reported that Adam continues to update the website.

**B. Architectural Review:**

Mr. Tembrina reported on one application for a standard patio that was approved.

**C. Grounds Maintenance & Landscaping:**

Nothing to report.

**D. Covenants & Parking:**

Nothing to report.

Dr. Lang raised concerns that there are still many drivers who are not stopping at the new four-way intersection, and the danger it poses to children and other pedestrians. The Board discussed ideas to make it safer and asked Ms. Bailey to contact the community police officer for suggestions.

**VI. FINANCIALS:**

The Board reviewed the financials included in the Board packet. One of the Alliance CDs will mature at the end of September. Ms. Bailey will check for the best rates closer to the maturity date.

The Board looked at the second revision of the reserve study. Ms. Bailey recommended getting a new reserve study due to the poor quality of the current one.

The Board discussed the new trash cans. They are difficult to fit in a garage due to their large size. Mr. DuBray suggested having American Disposal substitute a smaller recycling bin for the new larger one at a homeowner's request. The Board agreed to offer this option to homeowners. Homeowners will also have the option to have their old trash cans picked up by American to be recycled. Mr. Tembrina is working on the informational letter to homeowners on this issue.

The Board reviewed the delinquency list. The same four accounts are with Legal Counsel. Notices were just sent to homeowners with small delinquent balances.

The Board authorized Ms. Bailey to get three quotes for a new reserve study.

**VII. CONTRACT SERVICES:**

**A. General Maintenance and Repairs:**

Mr. Tembrina reported that the revised individual homeowner package from Palmer's was \$75.00 per month. Mr. Tembrina suggested working toward a homeowner package with a better price for next year since it is too late in the year for homeowners to truly take advantage of this now.

Mr. Tembrina reiterated that the covenants documents are not specific enough for the purposes of enforcement. Dr. Lang asked Ms. Bailey for some examples of the language used by other Associations.

**B. Grounds Maintenance and Improvements:**

Nothing to report

**C. Snow Removal:**

Nothing to report.

**D. Trash Removal:**

Discussed under "Financials".

**E. Pet Waste & Removal:**

Nothing to report.

**VIII. CORRESPONDENCE:**

Ms. Bailey reported that she received some positive feedback regarding the new trash cans as well as one complaint about not having room for the second trash can.

**IX. OLD BUSINESS:**

There was no old business to discuss.

**X. NEW BUSINESS:**

Mr. Tembrina stated that there is reserve funding of \$10,000.00 this year to replace sidewalks. This is in addition to \$2,500.00 reserved for the tot lot. Mr. DuBray suggested having the corner bench fixed because it is on a slope. Mr. Tembrina suggested working on the sidewalks in August and the tot lot in September. Ms. Bailey will get quotes for the sidewalk work.

Mr. DuBray asked if the wood in the benches can be replaced. Dr. Lang also reported that two or three boards are popped up on the fence along Government Center Parkway. The Board also asked Ms. Bailey to have the Long Fence signs removed and stain be applied underneath.

Dr. Lang will email the address for the Sherwin Williams store to Ms. Bailey. It appears that this particular Sherwin Williams has Ridgetop Commons paint colors in their database.

Mr. DuBray asked if the fire hydrants and the black frames of the benches can be repainted. Mr. Tembrina stated that Fairfax Water has to repaint the hydrants. Mr. Tembrina will email Willie for quotes on the other painting work.

**XI. ADJOURNMENT:**

The Board of Directors meeting was adjourned at 8:26 p.m.