

FINAL

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

15500 Cavalier Landing Court  
Fairfax, Virginia

September 24, 2009

**I. ATTENDEES:**

Board Members Present: Mike Tembrina, President; Fred Lang, Vice President; and Tom Kessler, Member at Large

Board Members Absent: Dan DuBray, Secretary and Bob Dodd, Treasurer

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 7:12 p.m.

**III. OPEN FORUM:**

No homeowners were present.

**IV. APPROVAL OF MINUTES:**

The Board reviewed the minutes from the August 27, 2009 Board meeting.

The issue of trash can storage for the non-garage units was discussed. Dr. Lang suggested having a trash company take a look at the area and suggest a good design or possible solution. The Board asked Ms. Bailey to take that action item.

Ms. Bailey has been contacting Chris Finney at Fairfax Water about the fire hydrant repainting but it will probably take a while longer for the painting to be done.

Regarding the possibility of an audit by Dominion Power, Ms. Bailey reported that Dominion Power no longer provides audits. Ms. Bailey also reported that the Association leases the lights from Dominion Power at a set price per month that includes the cost of electricity.

Mr. Kessler stated that he noticed that having a white stripe in front of a stop sign seems to cause more people to stop than a stop sign alone.

**MOTION: Mr. Kessler moved, Dr. Lang seconded, to approve the August 27, 2009 Board meeting minutes as presented. The motion passed unanimously (3-0-0).**

**Minute-By-Minute**

V. COMMITTEE REPORTS:

A. **Communications & Events:**

Ms. Bailey asked for the final approved Board meeting minutes to be emailed directly to Adam for posting on the website.

B. **Architectural Review:**

There was nothing to report.

C. **Covenants & Parking:**

There was nothing to report.

D. **Grounds Maintenance & Landscaping:**

The Board members agreed that the grass along Government Center Parkway in the front part of the community is looking good and it is not necessary to have Palmer's look at it currently.

VI. FINANCIALS:

The Board reviewed the financials included in the Board packet.

**MOTION: Dr. Lang moved, Mr. Tembrina seconded, to approve the counter offer suggested by the attorney regarding RB File No. 1870711. The motion passed unanimously (3-0-0).**

**MOTION: Mr. Kessler moved, Mr. Tembrina seconded, to write off the previous owners' balances on the following units: Unit 6 balance of \$97.50, Unit 108 balance of \$97.50 and Unit 102 balance of \$47.50 because their new addresses are unknown and the cost to collect the debt would exceed the amount of the debt itself. The motion passed unanimously (3-0-0).**

Ms. Bailey reported that she has been working on the draft budget for next year. Ms. Bailey will send it to Mr. Dodd for his review. The draft budget should be presented at the next Board meeting for input from the rest of the Board.

VII. CONTRACT SERVICES:

A. **General Maintenance and Repairs:**

There was nothing to report.

B. **Grounds Maintenance and Improvements:**

There was nothing to report.

**C. Snow Removal:**

There was nothing to report.

**D. Trash Removal:**

Ms. Bailey reported that she will talk with American Disposal to determine a second date for homeowners to have their old trash cans picked up and/or have their large recycling bins replaced with the smaller size. Once the date is determined a notification letter will go out to homeowners.

**E. Pet Waste & Removal:**

There was nothing to report.

**VIII. CORRESPONDENCE:**

There was no correspondence to discuss.

**IX. OLD BUSINESS:**

Mr. Tembrina suggested that the Board walk the community with Fairfax Excavation to come to an agreement on what concrete work will actually be done. This was scheduled for September 27, 2009 at 4:00 p.m.

**X. NEW BUSINESS:**

The Board asked Ms. Bailey to get an estimate for the painting of crosswalks and stop lines at two stop signs.

Mr. Tembrina suggested having the “No Parking” signs removed at the three way stop intersection. There were no objections from the other Board members.

**XI. ADJOURNMENT:**

The Board of Directors meeting was adjourned at 8:34 p.m.