

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

15500 Cavalier Landing Court
Fairfax, Virginia

July 29, 2010

I. ATTENDEES:

Board Members Present: Mike Tembrina, President; Dan DuBray, Vice President; Bob Dodd, Treasurer; Adam Schell, Secretary and Sigrid Ebert, Member at Large

Others Present: Karen Case, Recording Secretary, Minute-By-Minute

II. CALL TO ORDER:

Mr. Tembrina called the meeting to order at 7:06 p.m.

III. OPEN FORUM:

There were no homeowners present.

IV. APPROVAL OF MINUTES:

MOTION: Mr. DuBray moved, Mr. Tembrina seconded, to approve the May 27, 2010 Board meeting minutes as written. The motion passed unanimously (4-0-0).

[Mr. Dodd arrived at 7:10 p.m.]

The Board approved the April 29, 2010 Board meeting minutes as written.

V. COMMITTEE REPORTS:

A. Communications & Events:

Mr. Tembrina reported that a resident has volunteered to take over the webmaster duties for Mr. Schell since he is now on the Board.

B. Architectural Review:

There were no applications to review.

C. Covenants & Parking:

There was nothing to report.

D. Grounds Maintenance & Landscaping:

Ridgetop Commons

July 29, 2010

Page 2

Palmer's submitted two proposals for the Board's consideration. The first proposal was for the removal of a tree stump and covering the area with sod for \$110. The second proposal was for the pruning of 14 common area trees at a cost of \$1,500.

There was a general discussion regarding whether to re-bid the two pending proposals and the annual landscaping contract which expires in December to get better prices.

The Board discussed how the pending proposals will impact the budget. Mr. Dodd and Mr. DuBray expressed concern regarding the potential impact of overgrowth of common area trees. Mr. Dodd volunteered to contact Neil Brady at Palmer's to request a lower price for the tree pruning proposal and the Board agreed to solicit two additional quotes in the meantime.

VI. FINANCIALS:

The Board reviewed the financial statements included in the Board packet.

The Board reviewed the financial data in the Mason & Mason reserve study. Mr. Tembrina suggested asking Mason & Mason to correct the contribution figures and the projected replacement dates for the tot lot and the asphalt seal coat. The Board agreed to have Ms. Bailey send the full study to each of the Board members for a final review.

Mr. DuBray commented that the delinquency report looks good. There are only two accounts with Legal Counsel and they are making payments.

VII. CONTRACT SERVICES:

A. General Maintenance and Repairs:

The Board discussed the proposed Hydro-Tech irrigation maintenance contract for 2010-2011.

MOTION: Mr. Tembrina moved, Ms. Ebert seconded, to approve the following two options within the Hydro-Tech Irrigation Maintenance Contract: the October/November 2010 Winterization at a cost of \$180.00 and the Spring Start plus Summer Assessments June/August 2011 at a cost of \$540.00. The motion passed unanimously (5-0-0).

B. Grounds Maintenance and Improvements:

There was nothing to report.

C. Snow Removal:

There was nothing to report.

D. Trash Removal:

Ms. Ebert reported that she has seen trash and recycling dumped into the same trash truck. Mr. DuBray stated that he contacted Fairfax County regarding this and he was told that they are doing single-stream recycling which gets separated at a later stage.

E. Pet Waste & Removal:

Ridgetop Commons

July 29, 2010

Page 3

Mr. DuBray asked whether the Board has addressed the confusion regarding who is emptying the community trash cans. He suggested asking Doody Calls to leave an extra liner in each receptacle so that if American Disposal empties it they can replace the liner.

VIII. CORRESPONDENCE:

There was no correspondence to discuss.

IX. OLD BUSINESS:

There was no old business to discuss.

X. NEW BUSINESS:

There was no new business to discuss.

XI. ADJOURNMENT:

The Board of Directors meeting was adjourned at 8:19 p.m.