

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

11550 Cavalier Landing Court  
Fairfax, Virginia

**July 19, 2011**

**I. ATTENDEES:**

Board Members Present: Adam Schell, President; Sigrid Ebert, Vice President; David Mouser, Treasurer and Annelies Lindemans, Secretary

Board Members Absent: John Fotelargias, Member at Large

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

**II. CALL TO ORDER:**

Mr. Schell called the meeting to order at 7:09 p.m.

**III. OPEN FORUM:**

There were no residents present. Ms. Ebert reported on several issues that homeowners had brought to her attention.

- The large mailboxes used by residents to receive packages are in disrepair. The issues range from broken keys to jammed mailboxes.
- A resident reported that a neighbor's dog broke free from the leash and attacked her dog twice. The Board suggested that the resident contact the County.
- A resident reported that part of the sidewalk is uneven near 11400 Log Ridge Drive by the bus stop.
- Certain trees growing close to power lines appear to need trimming. There was a question as to whether the Association or the power company should trim the branches given their proximity to power lines.
- A resident reported that a spot light fixture is in his lawn and he cannot remove it from the ground. The resident suspects that his unit may have been a model home. The resident would like to know who is responsible for the light and whether or not it can be removed.
- Ms. Ebert reported that she has collected 65 resident email addresses thus far for the purposes of communicating electronically with residents.
- Mr. Mouser reported that a resident had commented that some units have obvious landscaping violations such as huge weeds that need to be pulled.

Ms. Ebert reported on the most recent meeting of the FCRA Board. The FCRA Board is discussing the construction of a large fountain outside of the Clubhouse. Ms. Ebert reported that the proposed design seems too large to fit in front of the Clubhouse and the anticipated costs to construct and maintain it are very concerning as well.

Mr. Mouser suspects that the majority of Ridgetop residents are unaware of issues raised at FCRA meetings and the Board should make an effort to inform them. Mr. Schell suggested using the email list to forward the FCRA Board meeting minutes to residents. Ms. Ebert asked Mr.

**Minute-By-Minute**

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Schell to temporarily take over as the Ridgetop representative on the FCRA Board for a few months.

The Board agreed by **UNANIMOUS CONSENT** to temporarily change the FCRA Board Representative position from Ms. Ebert to Mr. Schell.

**IV. APPROVAL OF MINUTES:**

The review of previous meeting minutes was deferred until the next Board meeting.

**V. COMMITTEE REPORTS:**

**A. Communications & Events:**

No report was given.

**B. Architectural Review:**

There was some discussion about whether a particular application to replace garage doors had been approved. Mr. Schell stated he would check into this.

**C. Covenants & Parking:**

Mr. Schell reported that a Google Doc has been created for the Board to keep track of vehicles that are tagged for violations.

With regard to violations, in general there is an ongoing problem with residents continuing to violate rules in spite of warning letters. The most commonly recurring violation is leaving trash bins out. The Board had a general discussion about stepping up enforcement and bringing residents to hearings as soon as possible to resolve the issues more effectively.

**D. Grounds Maintenance & Landscaping:**

There are a couple of sticky trees caused by aphids.

**MOTION: Mr. Schell moved, Ms. Ebert seconded, to approve the McFall and Berry proposal to exterminate the aphids. The motion passed unanimously (4-0-0).**

**VI. FINANCIALS:**

The Board looked over the financial statements from Management. Mr. Schell pointed out several payments that have no labels, making it difficult to follow the financial statements. The Board agreed to bring this item to Ms. Bailey's attention for clarification and to have the items labeled in the future.

**VII. CONTRACT SERVICES:**

**A. General Maintenance and Repairs:**

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Mr. Schell reported that the “No Parking” sign is still hanging upside down. Mr. Schell stated he will fix it himself.

Ms. Ebert reported that one of the tot lot gates is sticking again. Mr. Schell stated he will look into this.

**B. Grounds Maintenance and Improvements:**

Mr. Mouser reported on a tree that appears to be stunted and inquired about having it replaced. Ms. Ebert reported that she has been watering the recently reseeded area to get the grass growing and it is coming in pretty well except for the edges which may need to be reseeded again next season.

**C. Snow Removal:**

There was nothing to report.

**D. Trash Removal:**

There was nothing to report.

**E. Pet Waste & Removal:**

There was nothing to report.

**VIII. CORRESPONDENCE:**

There was no new correspondence to discuss.

**IX. OLD BUSINESS:**

The Board reviewed the following Action List updates.

- The electricity overpayment remains unresolved. Mr. Schell stated he will get the account number and contact the power company.
- The issue of the cars parked on Ridgetop Road seems to be resolved for now.
- McFall and Berry has fixed the fallen bricks around one of the trees.
- The “No Parking” sign is still upside down. Mr. Schell stated he will fix this.
- The junk behind the fence at 4130 Timber Log is pending. Ms. Ebert will check to see if it has been removed.
- The new Board members have received their binders.
- McFall and Berry broke the water sprinkler system sensor with a weed whacker. They were supposed to repair it but this remains unresolved.
- Mr. Schell would like for the Board to get a full copy of the FCRA rules.
- The sticky trees caused by aphids will be resolved by McFall and Berry as approved during this Board meeting.
- Mr. Fotelargias was slated to review the snow removal invoices. This item is still pending.
- The issue of new street signage such as speed limit signs is deferred for now.

**X. NEW BUSINESS:**

There was a discussion about whether to hold a Board meeting in August.

**MOTION: Mr. Schell moved, Mr. Mouser seconded, to cancel the August 16, 2011 Board meeting. The motion passed unanimously (4-0-0).**

The Board agreed **BY UNANIMOUS CONSENT** not to renew the CAI membership.

Mr. Schell reported that there has been a change in Virginia laws so that HOA Boards now need to give forty-eight (48) hour notice before pesticide is put on the grass.

There was a general discussion about the Association rules regarding posting the American flag and whether it conflicts with Virginia law.

**XI. ADJOURNMENT:**

The Board meeting was adjourned at 8:55 p.m.