FINAL

MINUTES OF THE RIDGETOP COMMONS

# HOMEOWNERS ASSOCIATION

**BOARD MEETING**

11550 Cavalier Landing Court

Fairfax, Virginia

##### August 6, 2014

**I. ATTENDEES:**

Board Members Present: David Mouser, President; Annelies Lindemans, Vice President; Sigrid Ebert, Treasurer; and Scott Bumgarner, Member at Large

Board Members Absent: None

Others Present: Nancy Carter, Stephens & Company; and Karen Case, Recording Secretary

**II. CALL TO ORDER:**

Mr. Mouser called the meeting to order at 7:03 p.m.

**III. OFFICERS REPORTS:**

*Ms. Ebert arrived at 7:06 p.m.*

Mr. Mouser and Mr. Bumgarner reported on the VDOT meeting regarding the proposed road plan for Ridgetop Road. The “Road Diet Plan” included converting four lanes to two and adding street parking and bike lanes. Feedback should be sent to the County and the VDOT representative. Mr. Bumgarner suggested sending feedback to the District Supervisor. Mr. Mouser will post information about the VDOT plan on the community website.

**IV. APPROVAL OF MINUTES:**

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to approve the July 2, 2014 Board meeting minutes as amended. The motion passed unanimously (4-0-0).**

Ms. Ebert asked if the wasp nest was taken care of. Ms. Carter reported the pest control company sprayed for the wasps. This should also take care of the aphid problem.

**V. TREASURER’S REPORT:**

The Board reviewed the financial reports. Mr. Mouser suggested it is time to invest some money market funds into CDs. Ms. Carter will email to the Board a list of investment options with interest rates.

**VI. ARCHITECTURAL REVIEW:**

A homeowner arrived at the meeting. The homeowner provided the additional information requested for his deck application which included dimensions and color.

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to approve the application for a deck at 11457 Log Ridge Drive. The motion passed unanimously (4-0-0).**

**VII. UNFINISHED BUSINESS:**

The Board reviewed the action items list including the following:

**Proposals for Gazebo Lighting:** One proposal is on file. No further action will be taken at this time. This item will be closed on the action items list.

**Pot Hole Repairs:** This item stays open until VDOT responds. Ms. Carter will try to report the pot hole on VDOT’s website.

**Street Sweeping:** One proposal is on file. Ms. Carter will let the Board know if she finds another company that can do this. This item will be closed for now.

**Trash Can Lids:** Ms. Carter cannot guarantee the lids are going to fit the trash cans in the community. She has to get measurements if the Board wants to get lids instead of removing the cans. The Board discussed the issue of over filled cans and personal trash in community cans. The issue is intermittent and the Board will keep an eye on it. This item will be closed for now.

**Landscape Lights:** The spot lights at the monument are out. The lights are also on during the day. The sensor may be off or covered by brush. Ms. Carter will have the landscaper trim the right amount so the sensor is unobstructed and the full community name can be read.

**Parking Committee:** Mr. Bumgarner will schedule the meeting with the attorney.

**Additional Mulch in Tot Lot:** The second round of mulch is down. Ms. Ebert asked for the tot lot door to be looked at because it has needed repeated repairs. Ms. Carter will get a proposal to replace the doors.

**Concrete Repairs:** The Board reviewed and discussed the proposals. Ms. Carter will request the ADA ramp be added to the proposal. The Board will make a decision after the proposal is revised.

**Repair of Swale Behind 4215 Timber Meadow:** Ms. Carter will get an opinion from J. Reynolds Landscaping.

**Repair of Swale Between 4154/4156 Timber Log:** The Board discussed the proposals. The Board will make decisions about both swale issues after receiving the opinion from Reynolds.

**VIII. NEW BUSINESS:**

**Pet Waste Station:** Ms. Sigrid suggested framing the pet waste station at Government Center Parkway and Ridgetop Road with some stones to make it look nicer.

**Community Walk Through:** Mr. Mouser summarized the topics discussed during the walk through. The topics were: concrete in the community, pet waste stations, painting the gazebo, re-doing the middle stairs by the non-garage units, and building up shrubbery. Ms. Carter said the report from the landscaper is pending. Ms. Ebert said the cigarette butts in the alley between two houses needs to be cleaned up. The Board notices two or three satellite dishes on some homes. Ms. Carter will check into this.

**Removal of Birch Tree 4155/4157 Timber Log:** Ms. Carter received a complaint from a homeowner regarding a tree in the front yard between two houses. The limbs have come down during past storms. The homeowner would like for the tree to be evaluated to see if it should be removed. Ms. Carter provided a proposal for the Board’s review. Ms. Carter will check if the tree is on private property or common area.

**Repairs to Irrigation System:** Ms. Carter said the irrigation system needs some repairs that are due to normal wear and tear. She provided a proposal for the Board’s review.

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to approve the proposal from Hydro-Tech for irrigation system repairs. The motion passed unanimously (4-0-0).**

**IX. EXECUTIVE SESSION:**

The Board agreed **BY CONCENSUS** to move into an Executive Session to discuss delinquencies at 8:28 p.m.

The Board agreed **BY CONCENSUS** to move out of Executive Session and reconvene the General Session at 8:34 p.m.

Ms. Ebert resigned from the Board of Directors.

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to appoint Joseluis Jimenez to the Board of Directors. The motion passed unanimously (4-0-0).**

**X. ADJOURNMENT:**

**MOTION: Mr. Mouser moved, Ms. Ebert seconded, to adjourn the meeting at 8:39 p.m. The motion passed unanimously (4-0-0).**