FINAL

MINUTES OF THE RIDGETOP COMMONS

# HOMEOWNERS ASSOCIATION

**BOARD MEETING**

11550 Cavalier Landing Court

Fairfax, Virginia

##### September 3, 2014

**I. ATTENDEES:**

Board Members Present: David Mouser, President; Annelies Lindemans, Vice President; Joseluis Jimenez, Member at Large (arrived at 7:09 p.m.); 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 7:00 p.m.

**III. OFFICERS REPORTS:**

There were no reports from officers.

**IV. APPROVAL OF MINUTES:**

**MOTION: Mr. Mouser moved, Mr. Bumgarner seconded, to approve the August 6, 2014 Board meeting minutes as presented. The motion passed unanimously (3-0-0).**

**V. UNFINISHED BUSINESS:**

Ms. Carter reported the wasp nest was removed. She did receive a call from a resident about many bees, but no nest, in the same general area. Ms. Carter also reported the power washing and painting of the trellises was completed.

*Mr. Jimenez arrived at 7:09 p.m.*

**Proposals for Concrete Repairs:** The Board discussed three proposals. The Board asked Management to find out where the ADA ramp in the Brothers Paving proposal is located within the community. Management will also find out the cost to have the steps behind 17 and 18 changed to a continuous grade path. The Board will vote via email after gathering this information.

**Repair of Swale Behind 4215 Timber Meadow:** The Board reviewed and discussed three proposals.

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to accept the J. Reynolds Landscaping LLC proposal for the installation of the french drain behind 4215 Timber Meadow Drive in the amount of $7,650. The motion passed unanimously (4-0-0).**

**Repair of Swale Behind 4219 Timber Meadow:** Ms. Carter said there is also a drainage problem behind 4219. She provided a proposal to address this problem. The Board tabled this item until the repair at 4215 is completed and evaluated.

**Repair of Swale Between 4154/4156 Timber Log:** The Board reviewed and discussed three proposals.

**MOTION: Mr. Mouser moved, Ms. Lindemans seconded, to accept the J. Reynolds Landscaping LLC proposal for the installation of a french drain system behind 4154 Timber Log Way with the added 19 foot option for a total price of $700. The motion passed unanimously (4-0-0).**

Ms. Carter discussed an area of sidewalk that has sunk causing water and mud to collect on the sidewalk. Some of the problem will be corrected with the installation of the french drain. However two to three sidewalk pieces will need to come up and it may affect the concrete proposals slightly. Ms. Carter will talk with the paving company about fixing this area.

**CD Rates – Investments:** Ms. Carter will email CD rates to the Board.

**Report from Parking Committee:** Mr. Bumgarner will reach out to the Board about scheduling a meeting with the attorney to discuss parking.

**VI. NEW BUSINESS:**

**Proposal for Gravel Path at 11420 Log Ridge:** Ms. Carter provided a proposal to address an area of grass behind 11420 that has been worn down due to foot traffic. The Board will take a look at this area and revisit the proposal at a later time.

**VII. EXECUTIVE SESSION:**

The Board agreed **BY CONCENSUS** to move into an Executive Session to discuss delinquencies at 7:59 p.m.

The Board agreed **BY CONCENSUS** to move out of Executive Session and reconvene the General Session at 8:05 p.m.

Mr. Mouser asked for the landscaping report to be submitted by September 12th. The landscaper should pay particular attention to areas that need grass. Ms. Carter will talk to the landscaper about this.

Mr. Mouser noted there are some front yards with tall weeds. Ms. Carter has sent letters. The next letter will be a certified letter inviting them to the Board meeting.

The Board asked Management to get a quote from J. Reynolds to create a uniform look around the pet waste stations.

Ms. Lindemans asked for an update on the landscape lights. Ms. Carter is scheduling a meeting with Premium to discuss the landscape lights, areas that need grass, and dead trees.

Mr. Jimenez said the screw in the tot lot latch keeps coming loose. Management will have it fixed.

The Board discussed a modification that some residents have made – adding paver stones next to the entry walks. The Board agreed this type of exterior modification would not require an approved application.

Ms. Carter said the irrigation system was repaired. She noted that VDOT has not repaired the pot hole yet.

**VIII. ADJOURNMENT:**

**MOTION: Mr. Mouser moved, Mr. Bumgarner seconded, to adjourn the meeting at 8:19 p.m. The motion passed unanimously (4-0-0).**