

**Richland Forest
Homeowners Association
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**Board of Directors
Meeting Minutes
June 14, 2006**

Meeting came to order at 7:13 PM at Cascades Library

Attendees

Board Members: Jack Jernigan, Jeff Long, Sheryl Dufour, Pam Valatka, Sheila Singleton
Koger Mgmt.: Rose Bailey

I. **Review & Approve Minutes** None. We did not have quorum at May's meeting.

II. **Treasurer Report** - Sheryl had nothing new to report. Rose and Jack went over the landscaping contracts of what was and was not paid. The graffiti that was cleaned on the property was charged to Admin/Maintenance Exps., not the landscaping budget at a cost of \$524.02. The landscaping budget needs to be closely monitored. Costs that may go over will be deducted from next year's budget. Sheryl suggested that the tot lot expenses be taken out of the reserves budget vice landscaping budget which is more appropriate. Rose said she will make the change.

III. **Committee Reports**

- A. **Communications** – Jack indicated that Natalie is working on the next Newsletter. Pam submitted a change in the newsletter to not make the homeowners think that the dues will go up if we need to take graffiti off the fences.
- B. **Landscape** - Pam submitted a landscaping report on the status of plantings of annual flowers, dead tree and limb removal along Augusta Dr. Pam talked to Scott Brodbeck of LC to discuss builder close-out and specifically the trees. Meadows Farms and Pam toured the neighborhood and discussed the removal and replacement trees. The owners of Lot 32 e-mailed Pam about 3 dead trees that were also included on the list of dead trees. Sheila is handling the snow removal contract. Rose will get in touch with Karen Setia to get us out of the snow removal contract with her firm. Sheila will call Pine Ridge to get a snow removal contract with them.
- C. **Developer Closeout** - Shonnie Dennis submitted an e-mail update on the status of the RF signs. We are now waiting on the power company to give the go ahead.

- D. Traffic & Parking - Jeff is working the issue of getting parking controls in the community and specifically on Duckspring. According to the county we need a consensus vote of the HOA to submit to the county. The board talked about the article in the LC newspaper on the police stop a few weeks ago on Augusta Dr, the police we checking driver's licenses. Sheila was one of those checked. Jeff mentioned we should probably get a reprint for our newsletter.
- E. Architectural Control
- a. Garage Doors & Deck Specifications – Jack asked Rose to draw up specs to change the garage door and deck specifications. Homeowners are having the garage doors replaced with aluminum vice wood and they are not compliant with the current bylaws and we should probably change the specs.
 - b. Common Land Encroachment - We all agreed that maybe we should put in the newsletter something on the common land areas and encroachment.
 - c. Inspection – Rose submitted with the monthly report a list of the lots that are not compliant with the bylaws. She asked that we review the list and let her know the changes to the list sometime next week. Discussion evolved on basketball hops, cracks in driveways. Jack said we should probably pick our battles.
- IV. (not included on the Agenda)
- V. Other Business – Pam asked if the light fixtures we checked in the inspection and they were not. Rose will look into the light fixtures issues.
- VI. Roundtable Discussion - see above.
- VII. Schedule Next Meeting – July 12 meeting was canceled. Sheila will schedule the next meeting August. The annual RFHOA meeting will be October 11, 2006.
- VIII. Adjourn Meeting adjourned at 8:15 PM.