

August 2, 2023

Board Meeting Minutes



The meeting was called to order via Zoom at 6:02pm with 4 of 5 Directors in attendance: John Graham, Jodi Rose, Stephen Pugh, Robert Powell; not in attendance was Benjamin Phillabaum
Rockwood PM in attendance: Gil Pierce

Meeting minutes of 3/14/23 and Financial Reports through June 2023 were unanimously approved and adopted by the Board.

CD Investments: John asked for more information regarding investment options afforded by Alliance Association Bank. Gil explained the benefits of maintaining an operating account at AAB, which includes payment processing through a lockbox and integration with accounting software to provide owners with real time balance information through the online Portal. However, reserve funds can and should be invested in secure investments. After discussion, John was appointed to explore investment options for report back to the Board.

City Water Restrictions: Stephen suggested that the Board investigate different methods and means for encouraging green lawns on less water. The Board will put together educational materials RE irrigation and cross seeding this winter in preparation for the Spring. Xeriscaping may also be presented as an option in both common areas and individual lots. To comply with City requirements, the Board will entertain a governing doc amendment to allow for water conscious landscaping.

Is there a City Code or referendum we can reference here; perhaps a link/website?

2024 Budget Preparation: Lawn care is great, but the irrigation team is struggling to perform to expectation. Despite these concerns, the contract will remain with Inland Lawncare next year and RPM will continue to work with their irrigation team to improve service.

The community is aging, and tree roots continue to impact irrigation lines, which means maintenance/replacement expenses will continue to increase over time. RPM suggests an annual increase in the respective budget line items to provide for evolving needs. Further, for presentation to the membership, the Board will research options for converting smaller (common area) landscape strips to a water conscious option. Larger lawn areas will be preserved for current use.

BOARD MEMBER INQUIRIES

- **FireWise Update:** Gil will review with Vaughn then follow up with the Board. This will be part of the 2024 budget consideration.
- **Sidewalk Inspection:** Board authorizes RPM/Vaughn to walk the community to compile a list of sidewalks that require repair for right-of-way compliance, the time for which will be billed as an additional expense per the management contract. Sidewalks adjacent to individual homes are the responsibility of the respective homeowners. In kind, the HOA is responsible for sidewalks adjacent to common areas.
Upon inspection, RPM will compile two scopes of work for bid: HOA (common area) and homeowner responsibility. The Board will attempt to negotiate bulk rate pricing on behalf of owners that wish to participate in the community-wide project. However, the work must be contracted with each respective homeowner to ensure that the HOA isn't required to collect reimbursement from homeowners.
- Request to change email format to show "HOA" before "Ponderosa Ridge" so members know the email is from the homeowners association.
- Irrigation should be turned off for the community party on Aug 31. Gil will relay the message.
- Inquiry about the delinquency for which the Board has authorized foreclosure.

HOMEOWNER FORUM

- Will Sundance be included in the next phase of asphalt sealant applied by the Association? No, yours is a public street and therefore maintained by the City.
- When will we start having annual meetings in person? The last annual meeting was in person, held in April.
- Requested an update on the findings of tree inspection in the park; concerned the issue will spread to other trees. Gil confirmed that an inspection was done but he doesn't recall the specific findings. The remediation will be included in the 2024 budget. The inquiring owner will email RPM directly for more specific information.
- Can we cut the weeds down at Barnes and Forest? That area is owned and maintained by Avista. RPM will reach out to the HOA's contractor to request a clean-up.

With no other business rightfully before the Board, the meeting was adjourned at 7pm.

Respectfully submitted,
Melissa Owens, AMS, CMCA
Association Admin, Rockwood PM

BOARD ACTION ITEMS:

- (John) explore investment opportunities for Board consideration resource and draft water conservation materials & schedule presentation/s to members
- for presentation to the membership, research options for converting smaller (common area) landscape strips to a water conscious option
- forward email format to Gil for clarification RE this request

RPM ACTION ITEMS:

- FireWise follow-up
- schedule Vaughn for sidewalk inspection, invoice for time
- owner will email Gil RE tree report
- follow-up on Foreclosure/attorney referral
- turn off irrigation for Aug 31 party