



## Board of Directors Meeting - Sunday, June 13<sup>th</sup>, 3:00 pm-4:30 pm

### Call to Order: 3:00pm

**In Attendance:** Regis Rulifson, Drew Goodwin, Paul Hendrix, Emily Deriso, Brian Conley, Jay Crabtree, Bobby Glass, Scott Jackson, Nancy McDonnell, Greg Reynolds and Mike Sullivan.

1. **Secretary's Report:** Emily Deriso sent out minutes from April 28<sup>th</sup>, 2021 and March 14<sup>th</sup>, 2021 on June 11<sup>th</sup>, 2021. Both meeting minutes were approved, including the Annual Community Meeting minutes, which can now be published on the PRF webpage.
2. **Treasurer's Report:** Paul Hendrix sent Treasurer's report to Board on June 11<sup>th</sup>, 2021.
  - a. Year-to-date expenses: Paul reported on account balances and reserve funds. June is the month that funds are moved into reserves for general checking and dock fund.

\$41,525.09	General Checking
\$25,000.00	PRF Loan
\$1,950.00	General Checking Reserve Fund
\$6,000.00	Street Deposits (Lots 10, 12, 21, & 50)
\$16,192.53	Community Dock Fund
\$3,500.00	Community Dock Reserve Fund
  - b. Delinquencies: Paul reported that Lots 33 and 51 both have outstanding for property dues 2021 in the amount of \$400.00 each. Lot 48 (Wilkerson) has paid their outstanding property dues and late fees from the last several years. Regis reported that Lot 48 has also paid all their Virginia back taxes in full. Lot 48 is now in good standing with the POA.
  - c. Loan Program: Regis reported that three people responded by the deadline to provide the PRF POA with a community improvement loan. Loan agreements total \$25K (Drew Goodwin \$12k, and David Lilly \$12K, James Loy \$1K). The POA will make payments to the lenders on June 1<sup>st</sup> of each year of the 10-year agreement.
3. **Trailer Lot Expansion and Sport Court Project Update:** Drew Goodwin received multiple quotes on the projects. Two quotes were the same and our contractor will be able to begin in next few weeks. The trailer lot is full and will need to be cleared. Regis will send out an email to notify the community and will include a map of where residents can temporarily store their trailers.
4. **Rental Policy Committee:** Mike Sullivan reported that they are working to setting up a POA renter's policy to manage renters in the community. They will set up a registration process along with an agreement that the renter has read and understands the PRF covenants and neighborhood rules. Lease's would also be subject to all provisions of our covenants. The committee will advise a process for complaints or issues to go to a designated board member.
5. **Neighborhood Security:** With a recent increase of trespassers in the neighborhood, the board discussed security options. The board decided to start with signage and see if that helps first before investing in other forms of security. Agreed on a front entrance sign that notes we are a private community for owners and guests only. Also agreed on adding "Community Watch" and "Private Marina" signage. Sign locations will include the front entrance (1), Mountain Rock Trail

and Roanoke Bend (1), trailer park (2), marina /community dock (3). Board agreed to remove the sign noting the "boat dock" path to deter trespassers using the community dock. Paul Hendrix and Greg Reynolds will look into purchasing signs and will send a proposal to the board with costs. The Board approved an initial \$1,000 to budget for security signage.

6. **Lot 46 Subdivision:** Drew Goodwin reported that Regis Rulifson (owner of lot 45 and 46) and Todd Juracek (owner of lot 47) wish to subdivide lot 46 and they are seeking POA approval. Lot 46 passed a perk test. 40% of lot 46 will be absorbed into Todd Juracek's lot 47. Regis will keep 60% of lot 46 and it will be a new smaller lot 46. The lawyer hired by Regis and Todd will file the paperwork and an addendum to the plat maps will be made. The division of the lot 46 was approved by the board.
7. **Architectural Review Committee:** Drew Goodwin reported that Lot 21 has submitted their initial plans and Lot 44 has submitted their final house plans. All plans have been reviewed by the committee and approved.
8. **Landscape Committee:** Nancy McDonnell sent board a detailed plan for landscaping with costs. The plan would add trees to the entrance of the neighborhood. Plantings would be in the fall and they would plant smaller trees since they will have better growth without irrigation. The area will have to be marked by utilities and setbacks will be followed. The board prioritized maintenance of the ditches and the price for those will be quoted. \$2,500 has been estimated and approved for trees and the board approved that a new amount to be added to include ditches for phase 1 of the landscaping project.
9. **Warren County Tax Bill:** Warren County NC has been assessing a tax on 4 parcels of POA property since 2013. The tax administrator said these taxes while POA was in control amount to around \$7K in back taxes and fees. The POA was not fully aware of the taxes since they were being mailed to wrong address (the declarant was receiving them for a long time). Warren County has paused the foreclosure on these properties but expects payment. We filed the paperwork for these POA properties to get a tax exemption and Warren County has approved this moving forward. We filed a claim with insurance company, Auto Owners denied it because they do not cover NC only Virginia and they will not pay back taxes. It will be a one-time deal to pay the back taxes in the amount of \$7,590.51. Mecklenburg Co. Virginia doesn't not tax POA land. The Board approved payment for these taxes not to exceed \$8,000.
10. **Insurance Issues:** When dealing with Warren County tax issue, it was brought to board's attention that our current POA insurance policy with Auto Owners via Watkins Insurance does not provide coverage in North Carolina, it only covers Virginia. The board has received a new quote with Auto Owners via Kim Rice of The Rice Insurance Agency for both states. Kim Rice has also recommended an increase in coverage amounts/liability. Regis Rulifson is going to look into the POA's insurance coverage and get back to the board with recommendations moving forward to ensure we have proper coverage in both states.
11. **Other:**
  - a. Near Mountain Rock Trail on Lot 53, there is a dead tree that appears to be hazardous. Regis will notify the owner, Paul Fedor to let them know about the tree.
  - b. Regis created a 2021 Forecast spreadsheet to show the impact of the expenses that the board approved for 2021, including security signage, ditches and tax payments. We had more cash available than anticipated and the trailer lot/sport court cost is less expensive than anticipated, such that we end up the year with \$6,000 in available cash after these new projects. Which is only \$3,000 less than we forecast several months ago. See attached 2021 Forecast spreadsheet.

**Meeting adjourned @ 4:33pm**